

2004

New Hampshire Estuaries Project



Year 9 Work Plan

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Table of Contents

Overview	2
Section 1 Year Eight Goals and Accomplishments	3
Section 2 Summary of Accomplishments and Highlights	16
Section 3 Ongoing Projects	18
Section 4 Year Nine Goals	21
Section 5 Year Nine Implementation Activities	22
A. Water Quality Actions	22
B. Shellfish/Living Resources Actions	24
C. Land Use/Habitat Protection Actions	26
D. Restoration Actions	28
E. Education and Outreach Actions	29
F. Monitoring Activities	30
G. Undesignated Funds	31
H. Matching Funds for Implementation Activities	32
Summary Table	33
Section 6 Project Management/Administration	34
Section 7 Year Nine Budget	37
 Appendix 1 Implementation Projects	
Appendix 2 Travel Report	
Appendix 3 NHEP Management Committee Bylaws	

Overview

The New Hampshire Estuaries Project (NHEP) is part of the U.S. Environmental Protection Agency's National Estuary Program which is a joint local/state/federal program established under the Clean Water Act with the goal of protecting and enhancing nationally significant estuarine resources.

The NHEP's *Comprehensive Conservation and Management Plan (Management Plan)* for New Hampshire's estuaries was completed in 2000 and implementation is ongoing. The *Management Plan* outlines key issues related to management of New Hampshire's estuaries and proposes strategies (Action Plans) that are expected to preserve, protect, and enhance the State's estuarine resources. The NHEP's priorities were established by local stakeholders and include water quality improvements, shellfish resource enhancements, land protection, and habitat restoration. Projects addressing these priorities are undertaken throughout New Hampshire's coastal watershed, which includes 42 communities. In addition, the NHEP developed and now implements a comprehensive monitoring program for the coastal watershed. The NHEP collects, compiles and analyzes data for a number of environmental indicators.

Each year the NHEP prepares a work plan, which describes priority activities and projects to be undertaken to implement the *Management Plan*. The work plan is developed by the NHEP with input from NHEP's four project teams. The NHEP Management Committee reviews and approves the work plan each year. The current work plan represents the ninth year of the NHEP's activities and involvement in collaboratively protecting, enhancing, and monitoring New Hampshire's estuaries.

- Section 1 of the work plan describes the activities undertaken by the NHEP to implement activities and goals identified in last year's work plan (Year Eight Work Plan: <http://www.nh.gov/nhep/publications/pdf/nhepyeareight-nhep-03.pdf>).
- Section 2 summarizes activities and accomplishments.
- Section 3 lists all ongoing projects supported by the NHEP.
- Section 4 describes the NHEP's implementation and program goals associated with the Year Nine Work Plan.
- Section 5 describes specific activities to be undertaken with Year Nine Grant funds to implement the NHEP *Management Plan* and Monitoring Plan.
- Section 6 describes the administrative structure and costs for the NHEP.
- Section 7 presents the budget, including all implementation projects and administrative costs.
- Three appendices provide additional detail on: all projects implemented by the NHEP to date, out-of-state travel funds expended since the last work plan submission, and the NHEP Management Committee bylaws.

Section 1

Year Eight Goals and Accomplishments

This section describes activities and accomplishments of the New Hampshire Estuaries Project (NHEP) for the previous year, from July 2003 to June 2004. The NHEP set the following five goals for Year Eight implementation, as described in last year's work plan:

1. Continue implementation of the NH Estuaries Project *Management Plan*
2. Continue implementation of the NHEP Monitoring Plan and ongoing environmental assessments
3. Develop and implement an overall Communications Plan, which includes strategies and activities supporting *Management Plan* implementation
4. Review *Management Plan* Action Plans, and identify new priority items
5. Undertake actions to address the EPA's areas of concern, outlined in the March 10, 2003 Implementation Review Findings Letter

Progress toward these goals over the course of the year (July 2003-June 2004) is reported below:

GOAL 1: Continue implementation of the NH Estuaries Project *Management Plan*

The NHEP successfully met this goal over the course of the year. In four years of *Management Plan* implementation, the NHEP has initiated activities for all of its 44 highest priority action plans. Of these, five have been completed or fully implemented (in the case of ongoing action plans).

The relative completion of *all* Action Plans is displayed in the following table (see pages 5-6).

Specific implementation activities that were initiated over the course of the year to meet this goal are listed below. Further details of each ongoing project are included in the table of ongoing projects in Section 3 of the work plan.

Water Quality Projects

- 2004 community grants for storm sewer mapping, illicit discharge detection and elimination, and storm drain monitoring activities. A Request for Proposals was issued by NH DES on April 15, 2004. Projects will be selected over the summer.
- The NHEP provided funds for the connection of three homes located on Spur Road in Dover to a private sanitary sewer system. The project ensured that the homeowners connected to a sanitary sewer system instead of installing replacement septic systems or holding tanks that could potentially continue contributing pollution to the Bellamy River, an area with chronically high bacteria levels and closed shellfish beds.

Action ID	Action Plan Title	Completion Rating
WQ-01	Evaluate how WWTF effluent affects estuarine water quality, and seek practical options at the state level for secondary, tertiary or alternative treatment.	Moderate (51-75%)
WQ-02	Evaluate the suitability of UV alternatives to chlorine in wastewater post-treatment for seacoast communities.	No Progress (0%)
WQ-03	Prioritize and then upgrade WWTFs to reduce bacterial pollution from hydraulic overloading.	Some (26-50%)
WQ-04A	Establish ongoing training and support for municipal personnel in monitoring storm drainage systems for illicit connections.	Moderate (51-75%)
WQ-04B	Assist seacoast communities in completing and maintaining maps of sewer and storm water drainage infrastructure systems.	Moderate (51-75%)
WQ-04C	Eliminate sewer and storm drain illicit connections.	Moderate (51-75%)
WQ-05	Conduct shoreline surveys for pollution sources.	Substantive (76-99%)
WQ-06	Promote collaboration of state and local officials to locate and eliminate illegal discharges into surface waters.	Minimal (1-25%)
WQ-07	Provide incentives to fix or eliminate illegal direct discharges such as gray water pipes, failing septic systems, and agricultural runoff.	Moderate (51-75%)
WQ-08	Research the effectiveness of innovative storm water treatment technologies for existing urban areas in NH and communicate results.	Substantive (76-99%)
WQ-09	Ensure that water quality impacts from new development or redevelopment are minimized at the planning board stage of development.	Minimal (1-25%)
WQ-10	Research, revise, publish and promote the Stormwater Management and Erosion and Sediment Control Handbook for Urban and Developing Areas in NH.	Substantive (76-99%)
WQ-11	Revise state industrial discharge permit criteria in response to new processing technology, and re-evaluate existing permits.	No Progress (0%)
WQ-12A	Acknowledge and support the Oil Spill Response Team of the Piscataqua River Cooperative.	Fully Implemented (100%)
WQ-12B	Enhance oil spill clean up efforts through pre-deployment of infrastructure and development of high-speed current barriers.	Fully Implemented (100%)
WQ-13	Provide septic system maintenance information directly to shoreline property owners and other citizens of the coastal watershed to help improve water quality.	Substantive (76-99%)
WQ-14	Encourage the use of innovative, alternative technologies for failing septic systems to help improve water quality.	Moderate (51-75%)
WQ-15	Support efforts to reduce deposition of atmospheric pollutants.	No Progress (0%)
WQ-16	Find funding sources for key water quality strategies.	Minimal (1-25%)
WQ-17	Coordinate public tours of wastewater treatment facilities.	No Progress (0%)
WQ-18	Support and coordinate storm water workshops.	Some (25-50%)
WQ-19	Support and expand storm drain stenciling programs.	Moderate (51-75%)
WQ-20	Conduct an Estuarine Field Day for municipal officials.	Fully Implemented (100%)
LND-01	Prepare a report of current and future levels of imperviousness for the subwatersheds of the NH coastal watershed.	Fully Implemented (100%)
LND-02	Implement steps to limit impervious cover and protect streams at the municipal level.	Minimal (1-25%)
LND-03	Conduct research in coastal NH subwatersheds to examine the relationship between percent impervious cover and environmental degradation.	Moderate (51-75%)
LND-04	Prevent the introduction of untreated storm water to wetlands by supporting the development of NH Minimum Impact Development Guidelines.	Some (26-50%)
LND-05	Support the Natural Resource Outreach Coalition (NROC), a municipal decision-maker land-use planning outreach method modeled after the University of Connecticut NEMO (Nonpoint Education for Municipal Officials) Program.	Substantive (76-99%)
LND-06	Minimize urban sprawl in coastal watersheds.	Moderate (51-75%)
LND-06A	Develop a regional pilot partnership to create a smart growth vision among towns and regional planning commissions.	Moderate (51-75%)
LND-06B	Conduct a comprehensive review of the 43 towns within the coastal watershed to determine land-use policies that affect sprawl.	Some (26-50%)
LND-06C	Develop and maintain a comprehensive database or library of new smart growth funding programs.	Minimal (1-25%)
LND-06D	Develop a science-based handbook and video on the nature, causes, and remedies of sprawl for audiences in the coastal watershed.	Minimal (1-25%)
LND-06E	Actively participate and contribute to the development of new smart growth planning tools with emphasis on provisions that protect estuarine water quality.	Fully Implemented (100%)
LND-06F	Aggressively assist communities that embrace a strong smart growth philosophy to conduct comprehensive reviews, identify sources of funding, provide public education, and implement new land-use tools.	Some (26-50%)
LND-07	Complete rulemaking and begin implementation of the 'Recommended NH Wetlands Mitigation Policy' for NH DES, prepared by the Audubon Society of NH and the Steering Committee on Wetlands Mitigation.	Some (26-50%)
LND-08A	Strengthen enforcement and effectiveness of the state tidal buffer zone (TBZ) through outreach to local officials and tidal shoreland property owners.	Minimal (1-25%)
LND-08B	Amend state tidal buffer zone (TBZ) regulations to include regulation of dock construction.	No Progress (0%)
LND-09A	Reduce the quantity, improve the quality, and regulate the timing of storm water flow into tidal wetlands through policy changes at NHDES Wetlands Bureau.	Minimal (1-25%)
LND-09B	Reduce the quantity, improve the quality, and regulate the timing of storm water flow into tidal wetlands through changes to the NHDES Site Specific Program.	Minimal (1-25%)
LND-13	Provide a framework specific and appropriate to the NH Seacoast for defining and delineating urban and nonurban shoreland areas.	No Progress (0%)
LND-14	Develop and implement an outreach program to assist communities in developing and adopting land use regulations to protect undisturbed shoreland buffers.	Moderate (51-75%)
LND-15	Support land conservation efforts in shoreland areas.	Moderate (51-75%)
LND-16	Improve enforcement of the state Comprehensive Shoreland Protection Act and other applicable shoreland protection policies through outreach to local officials and shoreland property owners.	Moderate (51-75%)
LND-17	Provide incentives for the relocation of grandfathered shoreland uses.	No Progress (0%)
LND-18	Locate, quantify and qualify groundwater inflow to the estuaries.	Substantive (76-99%)
LND-19	Locate, reduce, eliminate, and prevent groundwater contamination.	Minimal (1-25%)
LND-20	Develop and implement a Wetlands Buffer Outreach Program for planning boards.	No Progress (0%)
LND-21	Prevent the introduction of storm water to freshwater wetlands by enacting legislation giving NHDES authority to regulate storm water discharge to wetlands.	Minimal (1-25%)

Action ID	Action Plan Title	Completion Rating
LND-22	Prevent the introduction of untreated storm water to wetlands by strengthening municipal site plan review regulations.	No Progress (0%)
LND-23	Prevent the introduction of untreated storm water to wetlands through an increased understanding of storm water impacts on wetland ecology.	No Progress (0%)
LND-24	Work with NHDES to encourage adoption of a state wetlands mitigation policy.	Some (26-50%)
LND-25	Encourage municipal designation of Prime Wetlands and 100-foot buffers (or equivalent protection).	Some (26-50%)
LND-25A	Create a traveling Prime Wetlands display.	No Progress (0%)
LND-25B	Provide training and project assistance for towns interested in utilizing the NH Comparative Method for Wetland Evaluation.	Some (26-50%)
LND-25C	Work with local planning boards and conservation commissions on regulatory approaches to wetlands conservation.	Minimal (1-25%)
LND-25D	Create or enhance local land conservation programs with emphasis on high value wetlands and buffers.	Minimal (1-25%)
LND-26	Support implementation of state/federal land protection programs.	Fully Implemented (100%)
LND-27	Support the efforts of the Great Bay Resource Protection Partnership.	Fully Implemented (100%)
LND-28	Encourage communities to dedicate current-use tax penalties to conservation commissions for the purpose of natural resource acquisition, easements, restoration, and conservation land management.	Substantive (76-99%)
LND-29	Provide tech. assistance in land protection and management to regional land trusts and municipal cons. commissions (Ecological Reserve System).	Some (26-50%)
LND-30	Develop and use biomonitoring standards to evaluate water quality.	Some (26-50%)
LND-31	Use results of biomonitoring and water quality monitoring to prioritize watershed areas for protection and remediation.	No Progress (0%)
LND-32	Encourage municipalities to incorporate wildlife habitat protection into local master plans by promoting NH F&G's "Identifying and Protecting Significant Wildlife Habitat: A Guide for Towns."	Substantive (76-99%)
LND-33	Develop a model local planning approach to encourage the identification and maintenance of contiguous habitat blocks.	Moderate (51-75%)
LND-34	Encourage appropriate buffers around important wildlife areas and rare or exemplary natural communities.	Some (26-50%)
LND-35	Maintain current use tax program.	Moderate (51-75%)
LND-36	Encourage conservation easements.	Substantive (76-99%)
SHL-01	Implement National Shellfish Sanitation Program guidance to develop an FDA-certified shellfish program.	Substantive (76-99%)
SHL-02	Identify sources of and reduce or eliminate contaminants in the coastal watershed.	Moderate (51-75%)
SHL-03	Institute land-use practices that improve water quality and shellfish habitat.	Moderate (51-75%)
SHL-04	Enhance funding to maintain a comprehensive Shellfish Program.	Substantive (76-99%)
SHL-05	Regularly collect and monitor water quality to identify sources and reduce or eliminate contaminants.	Substantive (76-99%)
SHL-06	Periodically collect and monitor shellfish tissue samples as appropriate for toxins and biotoxins.	Substantive (76-99%)
SHL-07	Maintain an ongoing shellfish resource assessment program.	Substantive (76-99%)
SHL-09A	Decrease shellfish resource depletion and increase productivity with stricter state penalties for illegal harvesting.	No Progress (0%)
SHL-09B	Increase outreach and education about methods to control shellfish predators.	Minimal (1-25%)
SHL-09C	Explore alternative recreational shellfish harvest methods.	No Progress (0%)
SHL-09D	Increase productivity by discouraging the harvest of immature shellfish.	Minimal (1-25%)
SHL-10	Provide information regarding public access to shellfish beds through distribution of maps/booklets.	Substantive (76-99%)
SHL-11	Establish Bounty of Bays shellfishing field education program.	Fully Implemented (100%)
SHL-12	Develop and maintain a shellfisher license information database for use in outreach activities.	Fully Implemented (100%)
SHL-13	Update materials issued with shellfish licenses, improve distribution of information and better utilize the NH F&G "Clam Hotline."	Some (26-50%)
SHL-14	Provide for direct citizen involvement in NH shellfish management decision-making process.	Fully Implemented (100%)
SHL-15	Evaluate and address perceived and real institutional barriers to aquaculture and promote environmentally sound aquaculture practices.	Minimal (1-25%)
RST-01	Develop and implement a plan for shellfish resource enhancement and habitat restoration to achieve a sustainable resource.	Moderate (51-75%)
RST-02	Using the Coastal Method and other techniques, identify and restore tidal wetlands for aspects other than tidal restrictions.	Moderate (51-75%)
RST-03	Continue to restore the tidal wetlands listed in the NRCS report, "Method for the Evaluation and Inventory of Vegetated Tidal Marshes in NH."	Substantive (76-99%)
RST-04	Identify and implement habitat restoration projects in other important non-tidal habitat areas, such as uplands and freshwater wetlands.	Some (26-50%)
RST-05	Create a list of potential wetland restoration projects that could be used for mitigation projects and distribute the list to the state agencies and municipalities.	Moderate (51-75%)
RST-06	Pursue funding for restoration from NH DOT, USDA, NRCS, US F&WS, and other sources.	Moderate (51-75%)
EDU-01	Use media to highlight estuarine issues.	Moderate (51-75%)
EDU-02	Work with Seacoast newspapers to establish a monthly newspaper column devoted to coastal natural resources issues.	Minimal (1-25%)
EDU-02A	Develop an agreement with Strafford County UNH Cooperative Extension to enable the NHEP outreach project team to contribute coastal natural resource information to the column in Foster's Daily Democrat.	No Progress (0%)
EDU-03	Establish and fund a technical assistance grant program to promote and fund projects that support the NHEP Management Plan.	Fully Implemented (100%)
EDU-04	Maintain and expand the NHEP shoreline property-owner database.	Moderate (51-75%)
EDU-05	Support volunteer organizations active in water quality, habitat, or other estuarine watershed natural resource issues.	Substantive (76-99%)
Monitoring	NHEP Monitoring Program Implementation	Fully Implemented (100%)

Shellfish Projects

- Development and release of a Request for Proposals for Shellfish Restoration and Enhancement projects in fall 2003, which resulted in two project awards: University of Maine soft-shell clam field experiments in Hampton Harbor and University of New Hampshire oyster restoration project in Great Bay
- 2004 support for the NH Department of Environmental Services Shellfish Program, including contracts with NH DES to conduct shoreline surveys, NH Department of Health and Human Services for analysis of water and shellfish tissues samples, and UNH Great Bay Coast Watch for volunteer activities to support the Shellfish Program

Land Use/Habitat Protection Projects

- The Nature Conservancy, on behalf of the Great Bay Resource Protection Partnership, project to conduct a habitat protection prioritization study for the Cocheco River and Follet's Brook watersheds
- 2004 Site Planning Roundtable Project. The NHEP hosted a "train-the-trainers" workshop conducted by the Center for Watershed Protection to build local capacity to conduct Site Planning Roundtables to implement better site design principles in coastal watershed communities. The NHEP had hoped to pilot the Roundtable Process in 2004, but was unable to initiate the process in time with a community. A contract with Rockingham Planning Commission will incorporate some elements of better site design by working with towns on improving land use regulations for water quality protection
- Shoreline protection projects in 2004 – 5 projects were selected in response to the fall 2003 Request for Proposals (one project was not initiated after the proposer indicated they could not complete the project as planned). The four projects that were supported include:
 1. Kensington Conservation Commission: Exeter River Shoreland Protection – Purchase and protection of 26 acres along Exeter River
 2. Hampton Conservation Commission: Wetlands Assessment, Inventory, and Prime Wetlands Designation Project in the Taylor River Watershed – Activities in Hampton and Hampton Falls to support prime wetland designation for this important wetland resource
 3. Rockingham Planning Commission: Dearborn Brook Watershed Management and Protection Plan – Implementation of highest priority recommendations from the Plan involving the communities of Exeter and Stratham
 4. Society for the Protection of NH Forests/Center for Land Conservation Assistance: Land Protection Transaction Fund – Funding support for transaction costs associated with land protection efforts by land trusts and municipalities
- Support for the Natural Resources Outreach Coalition in 2004, including funding for the coordinator and for community implementation projects, and NHEP staff participation in NROC planning meetings and community presentations

Habitat Restoration Projects

- Development of a Freshwater Wetlands Restoration and Protection RFP (released in April 2004 with proposals due July 28, 2004)
- Support for Ducks Unlimited's ongoing volunteer monitoring activities through 2004 at the Pickering Brook restoration project site
- Outreach activities by West Environmental, Inc. to inform coastal communities' conservation commissions about the recently completed NHEP-funded project, "Freshwater Wetland Mitigation Inventory for Nineteen Coastal Communities," which identifies mitigation, protection, and restoration sites for almost 200 wetlands

Education/Outreach Projects

- Local Grants Program in 2004 – 9 projects were selected in response to the fall 2003 solicitation and are being funded in 2004. These projects help implement actions from the NHEP *Management Plan*. Grants awarded for 2004 include:
 1. The Center for Integrated Regional Problem Solving is establishing an online searchable database of research documents, projects, and organizations related to smart growth.
 2. The Center for Land Conservation Assistance is providing support and training in various elements of land protection to land trusts, county conservation districts, conservation commissions, open space committees, municipal land use attorneys, and real estate professionals.
 3. The Exeter River Local Advisory Council is advertising for the 4th Annual Alewife Festival and writing newsletters on estuarine and natural resource issues.
 4. Great Bay Coast Watch is supporting the DES shellfish program by collecting and transporting water and shellfish tissue samples. The group is also conducting two seminars designed to increase public knowledge about important water quality issues in the Seacoast.
 5. The Gundalow Company is incorporating water quality information and water sampling demonstrations into the 2004 Gundalow curriculum.
 6. Moose Mountains Regional Greenways is implementing an outreach plan that educates landowners, community leaders, and the public about the importance of preserving land, water resources, wildlife habitat and other critical natural resources.
 7. Portsmouth Middle School is implementing a 6th grade field research project that focuses on ecology and bird use of South Mill Pond.
 8. The Rockingham Land Trust is identifying three conservation easements in the Lamprey, Oyster and/or Squamscott River corridors.
 9. The Seacoast Land Trust is conducting an educational series (4 workshops and 6 field trips) designed to build support for conservation in the Seacoast region.

Monitoring Projects

- Monitoring projects in 2004, including Gulfwatch monitoring; ambient rivers monitoring; natural resource damage assessment coordination; oyster disease

testing; clam bed assessments; eelgrass mapping; sampling for organic nitrogen, photosynthetically active radiation, and dissolved oxygen; and datasonde deployment

- Development and review of Quality Assurance Project Plans (QAPPs) for NHEP-funded projects in 2004
- NHEP Coastal Watershed Scientist funding in 2004

GOAL 2: Continue implementation of the Monitoring Plan and ongoing environmental assessments

The NHEP met this goal by fully implementing the ongoing NHEP Monitoring Program and developing a series of comprehensive environmental indicator reports as well as other monitoring reports outlined by the Monitoring Plan.

The NHEP Technical Advisory Committee (TAC) continued to play an integral role in the development and implementation of the Monitoring Plan. The TAC assists with analyzing and interpreting monitoring data, formulating recommendations for management strategies, evaluating and revising the Monitoring Plan and goals, and identifying data gaps and research needs. The TAC met four times between July 1, 2003 and June 30, 2004 (8/18/03, 11/13/03, 4/13/04, 6/10/04), and provided valuable input on the monitoring program work products described below.

In August 2003, the NHEP Coastal Scientist and the TAC prepared a work plan for NHEP monitoring funds for 2004. The Management Committee approved the monitoring work plan on 9/24/03. The work plan included continued funding for the annual NHEP monitoring programs plus funding for some special projects that provide data periodically for assessments that occur every several years.

On August 3-4, 2003, the NHEP participated in the Northeast Rapid Assessment Survey for marine invasive species. This program was coordinated by the Massachusetts Bays Program and MIT SeaGrant with input from the northeast National Estuary Programs. The NHEP Coastal Scientist identified two monitoring sites in NH, volunteers, and lab space for the New Hampshire portion of the assessment. All NHEP staff helped with logistics for the assessment team while they were based in NH.

On September 30, 2003, the NHEP Coastal Scientist produced the annual update to the *Summary of Coastal and Estuarine Monitoring Programs in New Hampshire*, which identifies various monitoring programs in the coastal watershed. The summary includes information on parameters sampled, sampling location and frequency, duration of the program, and contact information for each monitoring program. The summary is updated annually.

In September 2003, The NHEP Coastal Scientist, with input from the TAC and the Management Committee, produced the technical content for the *State of the Estuaries* report. The report was a distillation of the environmental indicator information from four indicator reports prepared by the NHEP Coastal Scientist last year. The TAC reviewed

each of the indicator reports and recommended that a subset of indicators be presented to the Management Committee. The Management Committee and NHEP Director provided input on the best indicators for the report and how the indicators should be interpreted. Reviews by the TAC and the Management Committee helped the report to be concise, focused, and accurate. The report only contained 12 of the 50 environmental indicators or supporting variables from the NHEP Monitoring Program. The report was released during the State of Estuaries Conference held in October 2003. Additional State of the Estuaries report and Conference activities are discussed under Goal 3.

In October 2003, the NHEP Coastal Scientist prepared an updated version of the Shellfish Indicators Report so that this report would contain the same information as the State of the Estuaries report.

In April 2004, the NHEP Coastal Scientist completed an update to the Monitoring Plan. The purpose of the update was to refresh information on monitoring programs and analytical methods for the indicators in the plan. The measurable goals for several indicators were revised based on feedback from NHEP project teams. In addition, the latest inventory of coastal and estuarine monitoring plans was added as a separate chapter. The Monitoring Plan now contains either environmental or administrative indicators for 35 of the 38 (92%) management objectives in the CCMP. Research indicators have been assigned to the three remaining objectives without indicators. The updated plan was reviewed by the TAC in June 2004 and then submitted to EPA.

By June 30, 2004, the NHEP Coastal Scientist will prepare a report on existing upland water quality monitoring in the coastal watershed. This report will summarize existing water quality monitoring in the coastal watershed and make recommendations for how the NHEP can better use these data and/or coordinate the efforts of the various organizations.

The NHEP Coastal Scientist has made significant progress on three reports that are due on 12/31/04. The three reports are: (1) customized reports for municipalities on impervious surfaces; (2) a habitats atlas based on the Environmental Sensitivity Index (ESI) maps; and (3) a data management plan for estuarine water quality data. The NHEP Coastal Scientist has already talked with partnering agencies for the impervious surfaces report and prepared a working outline. The GIS shapefiles for the ESI maps, which will be the basis for the habitats atlas, have already been produced and obtained by the NHEP Coastal Scientist. And, finally, the NHEP Coastal Scientist has developed template for estuarine data management and held a meeting on 4/23/04 with project managers to discuss implementation strategies.

Finally, throughout 2003 and the beginning of 2004, the NHEP Coastal Scientist continued to manage the Quality Assurance Project Plan (QAPP) development and approval process for all relevant NHEP projects. In order to keep three projects in 2003 on schedule, the NHEP Coastal Scientist prepared detailed QAPP templates for the projects and assisted the researchers in completing the document. Funding and

scheduling time for the QAPP development and approval process was integrated into 2004 contracts for data collection and other relevant activities. During 2003, the NHEP Coastal Scientist held discussions with EPA Quality Assurance Program staff about developing a program QAPP for all the elements of the NHEP Monitoring Program. Both parties eventually agreed that a program QAPP was not appropriate and this project was cancelled.

GOAL 3: Develop and implement an overall Communications Plan, which includes strategies and activities supporting *Management Plan* implementation

The NHEP met this goal by developing a Strategic Communication Plan and conducting a number of outreach activities, including publishing a State of the Estuaries report, hosting a technical conference, launching a new website and continuing traditional outreach efforts. All outreach activities over the last year promoted the NHEP *Management Plan* implementation and estuarine stewardship.

The NHEP's communication activities were strengthened by input from the Public Outreach and Education Team (POET). In late 2003, this NHEP team was re-established and given the charge to develop a Strategic Communication Plan and to prioritize action items from the Management Plan for implementation. Previously, the Coastal Education Initiative (CEI) was a forum that provided input on NHEP outreach activities, however, it was determined that a different mix of communication professionals was needed to address specific outreach planning issues for the NHEP. The organizational affiliations of the POET members are more diverse than CEI and include representation from the media and private industry, as well as traditional state agency and nonprofit environmental organizations.

Strategic Communication Plan – Approved by the Public Outreach and Education Team in March 2004, the NHEP Strategic Communication Plan maps out communication efforts through June 30, 2007 and includes a situational audit, NHEP branding elements, strategic summary, target audience analysis, goals and objectives, work tasks and evaluation strategies. The plan will be reviewed by the Management Committee in 2004.

“Be Part of the Solution” Campaign – Materials for this outreach campaign were developed and printed in 2002. From June 2003 through June 2004, campaign material distribution included 682 window clings, 767 brochures and 143 large posters. Most of the brochures and window clings were mailed with the septic system mailing. Great Bay National Estuarine Research Reserve's Sandy Point Discovery Center received 110 of the posters and 75 brochures for distribution to school groups attending programs.

Estuaries Month 2003 – Estuaries Month (September – October 2003) consisted of 12 NHEP funded activities promoting the objectives of the *Management Plan*. Each organization was awarded up to \$200 to assist with their outreach activity. Examples of activities included Lamprey River boat tours, an estuarine poster contest in Stratham,

Hilton Park clean-up in Dover, a wildlife tracking workshop, and three river clean-ups.

Local Grants Program – The NHEP initiated its 2004 Local Grants Program by soliciting project proposals in the fall of 2003. Eleven organizations submitted proposals, and nine were selected (projects are listed under Goal 1 of this section). Approximately \$69,500 was awarded and matched by \$101,500 in-kind, non-federal contributions. The Local Grants Program remains an effective way to support initiatives that implement the *Management Plan*.

Septic System Outreach – This project was initiated in 2003 and completed in 2004. It involved mailing shoreline property owners, not serviced by town sewer lines, a septic system education packet (a cover letter, a septic owners file and guide, a septic cleaning reminder magnet with septic facts, an NHEP "You Can Be Part of the Solution" brochure, and an NHEP "I'm Part of the Solution" window cling decal). The first phase of this project was a formative evaluation consisting of a mailing the septic system education packet and a simple survey in late June to approximately 120 addresses in Durham. NHEP staff developed the mailing list by merging the NHEP shoreline property database and the NH Department of Environmental Services' shoreline survey and shellfish program databases. The Durham packets were addressed to the name of the last known property owner or 'Resident' when owner was unknown. Based on returned packets, approximately 15% of the addresses were invalid. Further data from the postcard-sized, postage-paid surveys (12% returned) suggested that 71% of the recipients found the folder to be useful, 21% considered the magnet to be useful, 50% considered the brochure useful, and 79% were not interested in receiving a free recorded telephone reminder to get their septic system inspected.

Data from the evaluation resulted in a few changes to the rest of the mailings to the target audience, which were sent in July. In hopes of reducing the number of returned packets all envelopes were addressed to "Septic System Owner." NHEP staff also collected information on all coastal town sewer lines, primarily by visiting municipal offices and examining town sewer line maps, and identified likely properties with private septic systems. Sewer/septic information was recorded in the shoreline property database. The second mailing went to approximately 650 addresses in Dover, Exeter, Greenland, Hampton, Hampton Falls, Madbury, New Castle, Newfields, Newington, Newmarket, North Hampton, Portsmouth, Rollinsford, Rye, Seabrook, and Stratham.

Of the 876 envelopes mailed, the US Postal Service returned 133 (15.2%) to the NHEP due to invalid address information. The majority of invalid addresses appeared to come from NHDES records merged into the database. Following the mailing, six recipients notified the NHEP that they are on town sewer and did not have a septic system.

Local Events and Meetings – The NHEP routinely participates in events and meetings to promote project activities and *Management Plan* implementation. Over the last year, NHEP staff provided project information via presentations and/or displays at the following events: Great Bay Coast Watch monthly meeting, Exeter River Local Advisory Committee Alewife Festival, Center for Land Conservation Assistance's Seacoast Land Conservation Roundtable, Coastal Education Initiative, Northeast Coastal Indicators

Workshop, Regional Outfall Study Commission, Pickering Brook Restoration Planning Meeting, EPA/ Gulf of Maine Council Meeting in Boston, and Great Bay National Estuarine Research Reserve's Coastal Training Program Advisory Committee Meeting. In addition to these events, the NHEP sponsored two special events: Estuaries Expo and the State of the Estuaries Conference.

Estuaries Expo – All staff participated in this special event on Saturday, October 18, 2003. The public program demonstrated how estuaries are related to everyday experiences of local citizens. The featured presentation, entitled “Seafood for Thought”, illustrated how estuaries are vital to all local seafood resources. The event included 5 demonstrations (shellfish, wild marine foods, fish cleaning, seafood preparation (2)), seven partner organization displays, and a guided salt marsh tour. The NHEP advertised the event via direct mail, email and newspaper advertisements. About 50 people attended.

The State of the Estuaries Conference - On October 20 and 21, 2003, the New Hampshire Estuaries Project and the Great Bay National Estuarine Research Reserve sponsored the State of the Estuaries Conference held at Yoken's Conference Center in Portsmouth, NH. This technical conference brought estuarine researchers, environmental professionals and interested citizens together to examine key environmental health indicators of New Hampshire's estuarine systems. Two hundred and one (201) people registered for the State of the Estuaries Conference, representing a variety of organizations – state agencies (24%), universities (21%), non-governmental organizations (18%), citizens (14%, mostly UNH marine docents), municipalities (12%), private companies (5%), federal agencies (4%). According to the 63 conference evaluations submitted, the overall conference rating was 4.6 on a scale of 1 (lowest rating) to 5 (highest rating). Most evaluation respondents liked the diversity of the presentations and the opportunity to meet people from a variety of different organizations working on coastal watershed issues. Conference proceedings were made available on the NHEP website and direct mailed to all conference attendees on a CD ROM in 2004.

Website –The NHEP hired a website design firm to create a new NHEP website, which was launched on December 31, 2003. The site features online access to all NHEP reports since 2002, archived “Estuaries Updates” and updated information on NHEP activities. The site is compliant with state website requirements for accessibility.

2003 State of the Estuaries Report – Released on October 18, 2003, the 32-page 2003 State of the Estuaries report examines 12 environmental indicators of estuarine health, such as bacteria levels, nitrogen concentrations, toxic contaminant levels, abundance of shellfish and land use in the coastal watershed. The report is designed to provide an accurate understanding of environmental trends for New Hampshire's estuarine resources to facilitate wise land use and resource management decisions. Fifteen hundred (1,500) reports were printed and 866 were distributed between July 1, 2003 and June 9, 2004. Some of the audiences receiving the report include State of the Estuaries Conference attendees (177), coastal watershed municipality personnel (418,

including 3 to each planning board and 6 to each conservation commission), coastal community state legislators (98), other state agencies personnel (75), and other National Estuary Programs (27).

Estuaries Update – This monthly electronic newsletter was continued throughout 2003 and 2004. The initial distribution list varies slightly, however, registration as of June 2004 was 158 people, comprised of 33% from state agencies, 22% from non-profits, 22% from the University of New Hampshire, 9% municipalities, 8% private businesses, 4% federal, 3% citizens, 1% state elected officials. Interested individuals are able to subscribe to the *Estuaries Update* email list on the NHEP website. Past editions of newsletter are archived on the NHEP's website.

Monthly Newspaper Column: Eye on Our Estuaries – Beginning in 2004 the NHEP Public Outreach and Education Team (POET) devised a plan to achieve Action Plan EDU-2: Work with the Seacoast Newspapers to establish a monthly newspaper column devoted to coastal natural resource issues. According to the plan developed by POET, the article series would be called “Eye on Our Estuaries” and Eric Aldrich, Communication Director of The Nature Conservancy and POET member, would write the series with editorial help from POET. The plan was proposed to the Executive Editor of the Seacoast Newspapers in April 2004 and the first article ran in June 2004.

Outdoor Guide – A local newspaper, The Wire, produced 10,000 regional outdoor guides in May 2004 that included an article about Great Bay that was written by the New Hampshire Estuaries Project. The guide was inserted into the run of the paper (7,000 copies) and the remaining 3,000 copies were distributed to local hotels and visitor centers.

Press Releases – The NHEP periodically produces press releases and requires grantees to create and send at least one press release that highlights their NHEP-funded project activities and how their work relates to the NHEP *Management Plan*. By monitoring media from July 1, 2003 to June 9, 2004 the NHEP documented 40 stories in the Seacoast Newspapers and Foster's Daily Democrat collectively that included the name of the program: New Hampshire Estuaries Project. This suggests that press releases and other press outreach activity were effective.

Funding Credit and Logo – The NHEP requires grantees to acknowledge NHEP funding and include the NHEP logo on any work product that will be distributed publicly. This ensures the NHEP's name and logo is used in association with its partners' outreach materials such as brochures, workshop announcements, reports, maps, and displays.

GOAL 4: Review *Management Plan* Action Plans, and identify new priority items

Progress toward implementing this goal is ongoing. The NHEP's Management Plan was developed over a period from 1996 to 2000 and approved by EPA in 2001. The NHEP Management Committee developed and approved bylaws in the fall of 2003 (see more on bylaws under Goal 5), which state:

After each five years of implementation, the MC will consider comprehensive revisions to the CCMP, as appropriate, to reflect progress on some issues and identification of additional new and emerging issues. In order for this process to be effective, it should begin in year 3 or 4 of the five-year cycle.

According to the bylaws, the NHEP should consider comprehensive revisions to the Management Plan by 2005/2006. The NHEP is on track to meet this objective. In February 2004, NHEP staff developed a Draft Progress Report, which was distributed to the four Project Teams for their use in reviewing progress to date, making recommendations for activities as part of this work plan, and evaluating the need to amend or add Action Plans to the Management Plan. The Draft Progress Report was finalized by staff and completed in May 2004. The report summarizes the progress toward meeting NHEP management objectives and implementing Action Plans in the Management Plan.

The Progress Report was distributed to the four project teams: Water Quality, Land Use, Shellfish and Living Resources, and Public Outreach and Education. During team meetings in March and April 2004, the teams reviewed the status of action plans for which they were responsible. The teams used this information to decide on priorities for funding in 2005 and 2006. The teams also developed lists of any priority issues that were missing from the Management Plan as a first step in revising the current Management Plan. The NHEP Coastal Scientist will compile the new Action Plans that the teams recommended be added to the Management Plan and further develop them into Action Plans, as appropriate. The NHEP Coastal Scientist will present the information on new Action Plans to the Management Committee by 12/31/04 and the Management Committee will discuss revisions to the Management Plan in 2005. Depending on the scope of changes, the NHEP staff and Management Committee will evaluate the level of additional public input required. Given the relative currency of the Management Plan and the limited additions suggested by the teams to date, extensive revisions are not anticipated.

GOAL 5: Undertake actions to address the EPA's areas of concern, outlined in the March 10, 2003 Implementation Review Findings Letter

This goal was not fully met, but a number of important activities were undertaken by the NHEP to begin addressing the 2003 Implementation Review Findings Letter. Ongoing and subsequent efforts of the NHEP will more fully address all the recommendations. The NHEP's ability to address some of the areas of concern will be driven by decision on its program host – which is currently in flux. The NHEP will be moving, at least in a temporary capacity, from its original host agency (Office of State Planning, now restructured as the Office of Energy and Planning) into the NH Department of Environmental Services effective July 1, 2004. At its June 17, 2004 meeting, the Management Committee voted to move the program to the University of New

Hampshire. Plans are underway to transition the program to the University as soon as possible.

Following from the Implementation Review findings letter, the NHEP Director and Management Committee discussed convening two subcommittees: (1) a subcommittee to discuss the structure and membership of the Management Committee, and (2) a subcommittee to discuss long-term financing strategies for the NHEP.

During the summer of 2003, a subcommittee of the Management Committee met to discuss the Management Committee structure and membership and develop bylaws for the Management Committee. The subcommittee consisted of seven individuals (six Management Committee members and the NHEP Director). The subcommittee met twice over the summer and corresponded via email to produce final draft bylaws for Management Committee review. The process of developing bylaws was greatly aided by Suzanne Orenstein, a professional mediation/facilitation consultant under contract with EPA to assist the National Estuary Program. Suzanne conducted interviews of Management Committee members, met twice with the subcommittee, researched other programs' bylaws to provide model language, and developed the subcommittee's recommendations into structured bylaws for consideration. Suzanne facilitated the presentation of the draft bylaws to the Management Committee at its September 2003 meeting, at which time the Management Committee made slight modifications and ultimately approved the bylaws.

The bylaws define and/or provide guidance on: the roles and responsibilities of the Management Committee as a whole and of individual members, membership, Executive Committee, officers and terms, roles of subcommittees and project teams, operating procedures (including decision-making processes), and the process for *Management Plan* updates. The NHEP Management Committee Bylaws are included in Appendix 3.

The subcommittee charged with developing the draft bylaws opted not to discuss adding new members; rather once the bylaws were approved and the Executive Committee formed, the Executive Committee would be the appropriate body to discuss adding new members to the Management Committee. The Executive Committee opted to hold off on discussions on adding new members until the NHEP resolved its host issues and transitioned to its new permanent host.

The subcommittee to develop a long-term financing strategy was placed on hold until host decisions and transition of the NHEP into its new administrative structure is complete. The host agency and administrative structure of the NHEP will have an impact on the viability of different funding strategies, so the subcommittee opted to hold off on developing a long-term strategy.

In 2003, the NHEP began development of a Communications Plan with input from the Public Outreach and Education Team. The Plan identifies a target audience and specific communications objectives and goals. Plan implementation will improve visibility and understanding of the NHEP and its objectives in implementing its *Management Plan*.

Section 2

Summary of Accomplishments and Highlights

July 2003 – June 2004	<ul style="list-style-type: none"> • Estuaries Update emailed monthly • 37 new projects/contracts initiated • 54 projects completed and Final Reports received
July 2003	<ul style="list-style-type: none"> • Shoreland Protection RFP released • Management Committee Structure Subcommittee Meeting • 876 information packets were mailed to shoreland property owners which concluded the Septic Outreach Project
August 2003	<ul style="list-style-type: none"> • Northeast Rapid Assessment Survey for Marine Invasive Species conducted in NH • Technical Advisory Committee meeting • First meeting of the Regional Wastewater Outfall Study Commission – NHEP Director is on the Committee • Shellfish Restoration and Enhancement RFP released
September 2003	<ul style="list-style-type: none"> • NH Estuaries Month (September – October): 12 events were held and an estimated 1,660 people attended the events • Management Committee meeting and adoption of Bylaws for the Management Committee
October 2003	<ul style="list-style-type: none"> • Local Grants RFP released • 2003 State of the Estuaries Report completed and distributed to all 42 communities (2,500 printed) • Estuaries Expo – 7 partnering organizations and 50 people attended seafood-based outreach event • State of the Estuaries Conference – 201 people registered for two-day event • Five projects selected for funding from the Shoreland Protection RFP
November 2003	<ul style="list-style-type: none"> • Technical Advisory Committee meeting • Public Outreach & Education Team meeting
December 2003	<ul style="list-style-type: none"> • Management Committee meeting • 2 Shellfish Research Projects were selected for funding (oyster restoration in Great Bay and clam research in Hampton/Seabrook estuary) • 9 Local Grants projects selected for funding • New NHEP Website launched

January 2004	<ul style="list-style-type: none"> • Site Planning Roundtable Workshop conducted in Newmarket • Public Outreach & Education Team meeting
February 2004	<ul style="list-style-type: none"> • Wetlands Request for Proposals Subcommittee meeting • Public Outreach and Education Team Media Subcommittee meeting
March 2004	<ul style="list-style-type: none"> • Shellfish and Living Resources Team meeting • Public Outreach and Education Team meeting • Land Use Team meeting • Management Committee meeting – Administrative host change discussed
April 2004	<ul style="list-style-type: none"> • Water Quality Team meeting • Technical Advisory Committee meeting • Freshwater Wetlands Restoration and Protection Program RFP released
May 2004	<ul style="list-style-type: none"> • NHEP Progress Report completed • Shellfish and Living Resources Team meeting • Public Outreach and Education Team meeting
June 2004	<ul style="list-style-type: none"> • Management Committee meeting – approval of implementation projects for the Year 9 Work Plan and decision to move the NHEP to the University of New Hampshire • Technical Advisory Committee meeting

Section 3 Ongoing Projects

Information on ongoing implementation projects is included below. Implementation projects are funded by the currently open EPA grants, which include the Year 6 grant that terminates on 12/31/05, the Year 7 grant that terminates on 12/31/04, and the Year 8 grant that terminates on 12/31/05.

The following table presents information for all projects currently ongoing (open as of 6/30/2004) and includes:

Work plan identification number

Project activity

Contractor/Organization

Relevant Action Plan

Project start and end dates

NHEP funds committed to the project

Matching funds committed to the project

Other funds committed to the project (e.g., other federal funds)

Specific information on each project is provided to EPA in quarterly reports, which include project activities conducted each quarter.

Ongoing Projects, as of 6/30/04

Work Plan ID	Project Title/Activity	Contractor/Organization	Relevant Action Plan(s)	Start Date	End Date	NHEP Funds Committed	Match Committed	Other Funds Committed
02-E-8	2004 Alewife Festival	Exeter River LAC	EDU-02, EDU-03, EDU-05	3/24/2004	12/31/2004	\$4,800	\$9,525	\$5,000
03-A-1	Storm Sewer Mapping Grant Program	NH DES Watershed Assistance Section	WQ-04A, WQ-04B, WQ-04C	3/19/2003	12/31/2004	\$40,000	\$40,000	\$0
03-A-2	Illicit Connection Elimination Grant Program	NH DES Watershed Assistance Section	WQ-04A, WQ-04C,	3/19/2003	12/31/2004	\$40,000	\$40,000	\$0
03-B-1	2004 Sanitary Surveys for Shellfish Program	NH DES Shellfish Program	SHL-01, SHL-05, SHL-06	2/11/2004	12/31/2004	\$26,604	\$0	\$155,000
03-B-2	Oyster Restoration in Great Bay	UNH – Jackson Estuarine Lab	Monitoring, RST-01, SHL-07	3/10/2004	12/31/2005	\$115,792	\$115,865	\$0
03-B-3	Water Quality, PSP, and Shellfish Meat Testing	Department of Health & Human Services	SHL-05	5/5/2004	12/31/2004	\$27,396	\$35,000	\$0
03-B-4	Soft Shell Clam Research/Restoration in Hampton Harbor	University of Maine	Monitoring, RST-01	4/21/2004	12/31/2005	\$68,665	\$68,665	\$0
03-C-2	Better Site Design/Limiting Impervious Surface Cover	Rockingham Planning Commission	LND-02, LND-04, LND-06, LND-14	3/10/2004	12/31/2004	\$15,000	\$15,000	\$0
03-C-3	2004 NROC Coordinator	UNH – Cooperative Extension	LND-05	1/7/2004	12/31/2004	\$15,000	\$15,000	\$80,000
03-C-6	Cochecho River & Follett's Brook Habitat Mapping Project	The Nature Conservancy	LND-27	1/21/2004	12/31/2004	\$23,000	\$22,500	\$0
03-C-7	Taylor River Prime Wetland Designation and Protection	Hampton Conservation Commission	LND-14, LND-15, LND-25, LND-25D	12/17/2003	12/31/2004	\$12,196	\$15,325	\$0
03-C-8	Dearborn Brook Watershed Plan Implementation	Rockingham Planning Commission	LND-02, LND-14, LND-15, LND-16, LND-25D, LND-36	12/17/2003	12/31/2004	\$8,810	\$10,690	\$0
03-C-9	Land Acquisition and Easement Transfer	Kensington Conservation Commission	LND-15, LND-36	Summer 04	12/31/2004	\$20,000	\$150,000	\$0
03-C-10	Technical Assistance for Better Site Design	Center for Watershed Protection	LND-02	12/3/2003	9/30/2004	\$4,000	\$0	\$0
03-C-11	Community Implementation Projects for the Natural Resources Outreach Coalition	Participating NROC Communities	LND-05	1/1/2003	12/31/2004	\$12,000	\$12,000	\$20,000
03-C-11.1	NROC Implementation Project: Well Survey and Land Protection Outreach	Town of Candia	LND-05	6/16/2004	12/31/2004	\$3,505	\$3,781	\$0
03-D-1	Monitoring for the Pickering Brook Restoration Project	Ducks Unlimited	EDU-05, Monitoring, RST-02, RST-06	5/21/2003	12/31/2004	\$5,000	\$20,000	\$0

03-D-2	Outreach for Wetlands Mitigation Opportunities	West Environmental	LND-25, LND-25D, RST-04, RST-05	6/2/2004	9/30/04	\$4,800	\$0	\$0
03-E-1	Resource Clearinghouse Website for Rapidly Growing Communities	UNH – Center for Integrative Regional Problem Solving	EDU-03, LND-06, LND-06C, LND-06F	3/10/2004	12/31/2004	\$9,461	\$9,461	\$0
03-E-2	Water Quality Education	Gundalow Company	EDU-03, EDU-05	3/24/2004	12/31/2004	\$10,000	\$10,702	\$0
03-E-3	Support for Shellfish Program and Estuarine Education	UNH – Great Bay Coast Watch	EDU-03, EDU-05, SHL-06	3/24/2004	12/31/2004	\$8,360	\$8,904	\$0
04-A-1	Municipal Grants for Storm Drain Surveys and Monitoring	DES Watershed Assistance Section	WQ-04A	2/11/2004	12/31/2005	\$10,000	\$10,000	\$0
04-A-2	Municipal Grants for Storm Sewer Mapping	DES Watershed Assistance Section	WQ-04A, WQ-04B	2/11/2004	12/31/2005	\$20,000	\$20,000	\$0
04-A-3	Municipal Grants for Illicit Connection Elimination	DES Watershed Assistance Section	WQ-04A, WQ-04C	2/11/2004	12/31/2005	\$20,000	\$20,000	\$0
04-A-5	Septic System Outreach	NHEP staff	WQ-13	1/1/2004	12/31/2004	\$0	\$0	\$0
04-B-1	Citizen Participation in the Shellfish Program	NHEP Shellfish Team	SHL-14	1/1/2004	12/31/2004	\$0	\$0	\$0
04-C-1	Participation in the Natural Resources Outreach Coalition	NHEP staff	LND-05	1/1/2004	12/31/2004	\$0	\$0	\$0
04-C-2	Land Conservation Workshops and Capacity Building	Center for Land Conservation Assistance	LND-15, LND-28, LND-29, LND-36	4/7/2004	6/30/2005	\$9,550	\$31,605	\$0
04-C-3	Land and Natural Resources Protection Outreach	Moose Mountains Regional Greenways	LND-15, LND-25, LND-25D, LND-36	4/7/2004	6/30/2005	\$8,497	\$9,330	\$0
04-C-4	Voluntary Land Conservation Project	Rockingham Land Trust	LND-27, LND-36	3/24/2004	6/30/2005	\$5,340	\$5,601	\$0
04-C-5	Coastal Conservation Outreach and Field Trips	Seacoast Land Trust	LND-15, LND-16, LND-25D	3/24/2004	3/31/2005	\$3,550	\$5,394	\$0
04-E-3	Monthly Newspaper Column	NHEP Outreach Team	EDU-01, EDU-02	1/1/2004	12/31/2004	\$0	\$2,400	\$0
04-E-5	Student Estuarine Research Project	Portsmouth Middle School	EDU-01, EDU-05	3/10/2004	3/31/2005	\$9,950	\$10,900	\$0
04-M-1	Monitoring Programs: Natural Resources Damage Assessment, Gulfwatch, & Ambient Rivers Monitoring Program	DES Monitoring Program	Monitoring, WQ-12A	2/11/2004	12/31/2004	\$31,700	\$96,700	\$0
04-M-2	Estuarine Monitoring Projects	UNH – Jackson Lab	Monitoring	4/21/2004	3/31/2005	\$35,480	\$29,700	\$0
04-M-3	Oyster Disease Testing	NH Fish & Game	Monitoring, SHL-06, SHL-07	5/1/2004	6/30/2005	\$1,250	\$1,250	\$0
04-Staff-1	NHEP Coastal Scientist	DES	Monitoring	1/1/2004	12/31/2004	\$60,000	\$0	\$20,000

Section 4

Year Nine Goals

The following is a summary of the main elements of the NHEP Year Nine Work plan. The Work plan and its activities are designed to accomplish the following goals:

1. Continue implementation of the NH Estuaries Project *Management Plan*

The NHEP will fund and manage projects and directly undertake activities that help implement the *Management Plan* in 2005.

2. Continue implementation of the NHEP Monitoring Plan and ongoing environmental assessments

The NHEP will fund and manage projects in support of its monitoring program including ongoing annual monitoring projects as well as special monitoring projects. The NHEP will track environmental data and begin preparations for its next set of environmental indicator reports in 2006.

3. Update the *Management Plan*, including revising and/or adding Action Plans and priorities for the NHEP

The Management Committee will review recommendations from NHEP staff and project teams to update the NHEP *Management Plan* in 2005.

4. Develop Long-term Financing Plan for the NHEP

A subcommittee of the NHEP Management Committee will work with NHEP staff to develop a long-term financing plan for the NHEP in 2005. Currently, the NHEP relies almost exclusively on National Estuary Program funding for its operation and project implementation. The financing plan will develop a more sustainable and diverse approach to funding the NHEP. Development of the financing strategy will begin once the NHEP has fully transitioned to its new administrative host.

Section 5

Year Nine Implementation Activities

Working with input from the Project Teams, Management Committee, and staff, the NHEP Director developed the Year Nine Work Plan and implementation activities. New projects in the areas of water quality, land use, shellfish enhancement, habitat restoration, and outreach are included in the Year Nine Workplan. Monitoring projects also are included. Projects funded by the Year Nine grant will be completed by June 30, 2007.

The Work Plan is divided into sections to parallel priorities of the *Management Plan*: Water Quality, Shellfish Resources, Land Use/Habitat Protection, Habitat Restoration, and Outreach/Education. Monitoring activities are also included. For each project or activity an alphanumeric code is generated for tracking in the NHEP database. The first two digits refer to the year of funding (05 is the Year 9 grant). The letter designates the priority area (A = water quality, B = shellfish resources, C = land use/habitat protection, D = habitat restoration, E = education/outreach, and M = monitoring). Additional letter codes may be assigned if a project does not fall within one of the six priority areas. Finally, the last digit tracks individual projects for a specific funding year and priority area. For example, 05-A-1 is the first water quality project under the Year 9 grant and 05-C-3 would be the third land use/habitat protection project developed under the Year 9 grant.

A. WATER QUALITY ACTIONS

Several water quality actions will be funded by the Year 9 grant. Water quality projects to be supported in 2005 were recommended by the Water Quality Project Team. The Team reviewed projects at its April 2004 meeting and made recommendations to the NHEP Director in May.

05-A-1: Municipal Grant Program for storm drain surveys and monitoring, mapping storm sewer systems, and illicit connection identification and removal

The NHEP will provide \$60,000 in matching grant funds to municipalities to be selected through a competitive process. This will be the fifth year the NHEP has provided funds for these types of activities. NH Department of Environmental Services has administered the grant program for the NHEP, and from 2000-2003, eight illicit discharge elimination grants were awarded and fifteen mapping grants were awarded to municipalities. An RFP was released in April 2004 to determine projects for 2004-2005 as part of the Year 8 Work Plan.

Action Plans Implemented:

- Action Plan WQ-4A: Establish on-going training and support for municipal personnel in monitoring storm drainage systems for illicit connections
 - Action Plan WQ-4B: Assist coastal communities in completing and maintaining maps of sewer and stormwater drainage infrastructure systems
 - Action Plan WQ-4C: Eliminate illicit connections in Seacoast communities
-

05-A-2: Study to determine impacts of wastewater treatment facilities on receiving water quality

The NHEP will provide up to \$42,660 to UNH Jackson Estuarine Lab to conduct a study that links nutrient sources to receiving water quality. Matching funds for the study will be provided by UNH. The NHEP funded a recent study (Bolster et. al., 2003) which estimated in-stream bacterial concentrations following effluent discharge to receiving waters and estimated the nutrient loading from select wastewater treatment facilities. Bolster et. al. (2003) reported that, aside from overflows caused by infrastructure problems, mechanical failure and human error, regularly discharged treated effluent was contributing to the in-stream bacteria concentrations rising above the maximum contaminant levels for New Hampshire surface waters.

Estimates of annual nutrient loading from each coastal wastewater treatment facility were made using the effluent data at all facilities except for Newfields but no estimates or measurements of nutrient concentrations in receiving waters were made during the study. Bolster et. al recommend that assessments of nutrient, dissolved oxygen and chlorophyll-a concentrations in receiving waters along with nutrients in effluents are needed to document the fate of WWTF-borne nutrients and to determine if effluent discharges are impacting receiving waters. This study will accomplish those objectives.

The study is directed at providing information that links potentially significant nutrient sources to receiving water quality, especially under conditions when dissolved oxygen is depressed. The project involves sampling and analyzing Squamscott River water, WWTF effluent, and other potentially significant nutrient sources during summer and autumn when conditions are conducive to depressed oxygen conditions.

Action Plan Implemented:

Action Plan WQ-1: Evaluate how wastewater treatment effluent affects estuarine water quality, and seek practical options at the state level for secondary and tertiary or alternative treatment where appropriate

05-A-3: Low impact storm water management projects

The NHEP will provide up to \$34,680 to UNH (Environmental Health and Safety and Jackson Estuarine Lab) and/or SkyJuice New England to implement storm water management projects on the UNH campus. UNH and/or SkyJuice New England will provide an equivalent amount of matching funds. The project involves the use of small-scale storm water management controls that will be placed in two locations at the University of New Hampshire. These management measures are designed to filter pollutants, control peak runoff rates, and control the volume of runoff that enters receiving waters. The project has four objectives: (1) construct demonstration-level best management practices (BMPs) at selected study sites, (2) create self-guided descriptions of innovative storm water management BMPs, (3) develop and initiate an outreach and education program, and (4) estimate the cost-benefit and pollutant load reductions resulting from the BMPs.

Action Plans Implemented:

- Action Plan WQ-8: Research the effectiveness of innovative storm water treatment technologies for existing urban areas in New Hampshire, and communicate the results to developers and communities

- Action Plan WQ-18: Support and coordinate storm water technical workshops
-

05-A-4: Support for and coordination with the Piscataqua River Cooperative

The NHEP will reserve \$5,000 in funding to promote activities of the Piscataqua River Cooperative (PRC). The NHEP Director and Outreach Coordinator will work with the PRC to strengthen PRC-NHEP ties and assist the PRC with outreach efforts. This action plan calls for establishing a relationship with the PRC and assisting and publicizing their activities. The PRC receives contributions from energy companies to support its work in oil spill response preparedness. These contributions will be counted as match for the NHEP funds.

Action Plan Implemented:

Action Plan WQ-12A: Acknowledge and support the oil spill prevention and response activities of the Piscataqua River Cooperative

B. SHELLFISH/LIVING RESOURCES ACTIONS

Shellfish projects to be supported in 2005 were recommended by the Shellfish and Living Resources Team. The Team reviewed projects and made recommendations at its May 2004 meeting.

05-B-1: DES Shellfish Program sanitary surveys and water quality/shellfish meat testing

Up to \$50,000 of NHEP funds will be provided to NH DES and/or Health and Human Services to conduct sampling and analysis to complete sanitary surveys of shellfish harvest areas. Previously undesignated funds (\$40,000) set aside for shellfish activities will be used for this project, in addition to \$10,000 from the Year 9 grant. At least \$50,000 in matching funds for the program will be provided by DES and/or DHHS.

Action Plans Implemented:

- Action Plan SHL-1: Implement procedures in the National Shellfish Sanitation Program guidance to gain certification by the FDA for a recreational and commercial shellfish program
 - Action Plan SHL-4: Enhance the amount and reliability of funding for strategies and actions to maintain a comprehensive shellfish program
 - Action Plan SHL-5: Collect and monitor water quality samples to identify sources and reduce or eliminate contaminants
-

05-B-2: GulfWatch sampling in 2005

The NHEP will provide \$7,500 to NH DES to measure toxic contaminants at one oyster tissue site and one clam tissue site in 2005. DES will provide \$7,500 in matching funds. The standard GulfWatch program tests mussel tissue for toxic contaminants (this testing is covered by the NHEP monitoring program and budget). However, the primary shellfish that are consumed are clams and oysters. The last time clams and oysters

were tested for toxic contaminants was in 2001-2002. Additional testing is important to begin to establish trends.

Action Plan Implemented:

Action Plan SHL-06: Periodically collect and monitor shellfish tissue samples as appropriate for toxins and biotoxins

05-B-3: Undesignated funds for ongoing shellfish research/enhancement projects or dam restoration

The NHEP will reserve \$35,000 for follow-up studies associated with current shellfish restoration projects undertaken by Brian Beal (soft-shell clam enhancement in Hampton Harbor) and Ray Grizzle (oyster restoration in Great Bay). If there are time-sensitive follow-on activities associated with these projects, the undesignated funds could fill any temporary funding gap. Alternatively, or in addition, these undesignated funds could partially support one large coastal fish passage improvement project. One possible project is to monitor the effects of Wiswall Dam fish passage improvements (construction expected in summer 2005). Another possible project is to support changes to the Taylor River dam to enhance fish passage while fixing/removing the dam. The feasibility of these project ideas will be developed during the summer and early fall of 2004. A proposal for allocating these undesignated funds will be presented to the Management Committee for consideration.

Action Plans Implemented:

- Action Plan SHL-8: Develop and implement a plan for shellfish resource enhancement and habitat restoration activities to achieve a sustainable resource contributing to a healthy environment
 - Action Plan RST-4: Identify and implement habitat restoration projects in other important non-tidal habitat areas, such as uplands and freshwater wetlands
-

05-B-4: Citizen involvement in shellfish program

The Shellfish and Living Resources Project Team provides an opportunity for stakeholder input and involvement in management of shellfish resources in the State. The Team will continue to support and seek opportunities for further citizen involvement in shellfish management activities. In addition, the NHEP will strive to involve the public and stakeholder groups in the projects that it directly manages or funds. There is no cost associated with this activity.

Action Plan Implemented:

Action Plan SHL-14: Provide for direct citizen involvement in the NH shellfish management and decision making process

05-B-5: Update shellfish outreach materials and resources

The NHEP Project Assistant, with input from the Public Outreach and Education Team, will review materials and work with Fish & Game and DES to improve materials distributed to license holders and other information available about shellfish resources. There is no new cost associated with this activity (costs, if any, will be covered by funds

previously allocated for outreach and education activities).

Action Plan Implemented:

Action Plan SHL-13: Update materials issued with shellfish licenses, improve distribution of pertinent information, and better utilize the New Hampshire Fish and Game Department's "Clam Hotline"

C. LAND USE/HABITAT PROTECTION ACTIONS

Land use/habitat protection project ideas to be supported in 2005 were discussed by the Land Use Team at its March 2004 meeting. The Team subsequently voted via email on specific projects to support with NHEP funds.

05-C-1: Natural Resources Outreach Coalition Coordinator

The NHEP will provide \$16,030 to UNH Cooperative Extension to coordinate NROC in 2005. Equivalent matching funds will be provided by UNH Cooperative Extension. The NROC Coordinator convenes meetings of the NROC team, prepares and delivers presentations to communities, and provides support to participating communities to develop natural resource protection plans and projects. The NROC team works with three new communities each year and continues to support communities that have previously participated.

Action Plan Implemented:

Action Plan LND-5: Support the Natural Resource Outreach Coalition (NROC) municipal decision-maker land-use planning outreach method

05-C-2: NROC Community Grants

The NHEP will provide \$7,500 for matching grants to communities participating in NROC in 2005 (communities to be determined through a competitive application process). NH Coastal Program will also provide matching funds for community grants. The NROC team, which is available to assist communities in developing natural resources priorities and projects, reviews community projects.

Action Plan Implemented:

Action Plan LND-5: Support the Natural Resource Outreach Coalition (NROC) municipal decision-maker land-use planning outreach method

05-C-3: Land Protection Transaction Fund

The NHEP will provide \$57,200 to the Center for Land Conservation Assistance for the Coastal Watershed Land Protection Transaction Fund. The transaction fund reimburses up to 50% of the transaction costs associated with permanently protecting important lands from development. Eligible transaction costs include costs of surveys, attorney fees, consultant fees, and certain appraisal costs. Eligible organizations are nonprofit conservation organizations and units of government. The NHEP provided \$57,600 for this fund from 2002-June 2004, and the fund was fully subscribed.

Action Plans Implemented:

- Action Plan LND-36: Encourage conservation easements
 - Action Plan LND-15: Support land conservation efforts in shoreland areas
- In addition, this project will directly help the NHEP meet its goal of permanently protecting at least 15% of lands in the coastal watershed from development by 2010.
-

05-C-4: Community assistance “circuit rider”

The NHEP will provide up to \$50,000 to a contractor to provide assistance to community conservation commissions and other boards on various regulatory and non-regulatory approaches to natural resource protection. A contractor will be selected by the NHEP through a competitive process. The contractor will provide assistance on topics including prime wetlands designation, storm water regulations, implementing buffer protections, and incorporating low impact development practices into development and redevelopment projects. Community requests for assistance would be addressed on a first-requested, first-served basis. An equivalent amount of match will be provided – either by the contractor to be chosen, or through participating communities’ contributions of cash or in-kind services.

Action Plans Implemented:

Depending on assistance provided to towns, this project could implement

- Action Plans LND-2 & LND-6E (low impact development assistance)
 - Action Plans LND-2 & LND-22 (storm water management assistance)
 - Action Plan LND-25 (prime wetlands assistance)
 - Action Plans LND-14 & LND-20 (buffer assistance)
-

05-C-5: Stream buffer characterization

The NHEP will provide up to \$18,320 to UNH Complex Systems Research Center to characterize stream buffers in the watershed. Remote sensing and GIS data will be used to assess recent or potential development changes in and around stream buffers. Data will be presented on a town-by-town or subwatershed level for outreach. The characterization would provide a starting point for developing and prioritizing stream level protection measures. CSRC intends to work with an advisory team to develop a ranking scheme.

Action Plans Implemented:

- LND-2: Implement Steps to limit impervious surface cover and protect streams at the municipal level
 - LND-14: Develop and implement an outreach program to encourage and assist communities in developing and adopting land use regulations to protect undisturbed shoreland buffers
-

05-C-6: Develop and implement a buffer protection outreach program

The NHEP will reserve up to \$15,000 to develop and implement a buffer protection outreach program. The outreach strategy will involve reviewing, updating, and printing

outreach materials, including the Buffer Guidebook and other materials as needed, and conducting outreach targeted at municipal planning boards. NHEP staff with input from the Land Use Team and Public Outreach and Education Team will further develop this program, compile and review materials, and assess what type of contractor support is needed to develop and implement an outreach program.

Action Plans Implemented:

- LND-14: Develop and implement an outreach program to encourage and assist communities in developing and adopting land use regulations to protect undisturbed shoreland buffers
 - LND-20: Develop and implement a wetlands buffer outreach program for planning boards
-

D. HABITAT RESTORATION ACTIONS

Habitat restoration projects to be supported in 2005 were recommended by the Shellfish and Living Resources Team. The Team reviewed projects and made recommendations at its May 2004 meeting.

05-D-1: Great Bay Estuarine Restoration Compendium

The NHEP will provide \$26,400 to The Nature Conservancy (TNC) to complete a compendium of restoration sites in the watershed. TNC will provide matching funds for the project. The Great Bay Estuarine Restoration Compendium will integrate existing data showing the historical and present day distributions for multiple species and habitats with new data and output from restoration site selection models. Restoration targets will include oyster reefs, soft-shell clam beds, salt marshes, eelgrass, shoreline buffers, macroalgae beds, beaches and dunes, and diadromous fish. This detailed estuarine restoration assessment will provide local communities with high-resolution maps showing specific opportunities for integrated estuarine restoration projects. The NH Coastal Program also is providing funds for this project, in the amount of \$50,000.

Action Plans Implemented:

- Action Plan RST-01: Develop and implement a plan for shellfish resource enhancement and habitat restoration activities to achieve a sustainable resource contributing to a healthy environment
 - Action Plan RST-02: Using the Coastal Method and other techniques, identify and restore additional restorable tidal wetlands
 - Action Plan RST-04: Identify and implement habitat restoration projects in other important non-tidal habitat areas, such as uplands and freshwater wetlands
 - Action Plan RST-05: Create a list of potential wetland restoration projects that could be used for wetland mitigation projects and distribute the list to state agencies, US Fish & Wildlife Service, and Seacoast municipalities
-

05-D-2: Study to determine impacts of salt marsh restoration activities on surface water quality

The NHEP will provide up to \$41,190 to UNH Jackson Estuarine Lab to study the

impacts of salt marsh restoration on bacteria levels in surface waters. UNH will provide an equivalent level of matching funds. This project would initiate pre- and post-assessments of the impacts of a new salt marsh (Bass Beach marsh) restoration activity on water quality from within the salt marsh and at the beach. The project would include bacterial and pollution source tracking and hydrological assessments of existing and post-restoration conditions.

Action Plans Implemented:

- Action Plan RST-02: Using the Coastal Method and other techniques, identify and restore additional restorable tidal wetlands
 - Action Plan SHL-05: Regularly collect and monitor water quality samples to identify sources and reduce or eliminate contaminants
-

05-D-3: Coastal dam fish passage maintenance projects

The NHEP will provide up to \$25,000 to NH Fish and Game for maintenance work on three tidal dams to improve fish passage. Maintenance work includes repairs to fishways and dredging around fishways on the Lamprey River (repairs only), Oyster River (repairs and dredging), and Cocheco River (dredging only). A state construction crew would conduct the work and NHEP funds will be used for supplies. Town and state funds and in-kind services will be used to match the NHEP funds for the projects.

Action Plan Implemented:

Action Plan RST-04: Identify and implement habitat restoration projects in other important non-tidal habitat areas, such as uplands and freshwater wetlands

E. EDUCATION/OUTREACH ACTIONS

Activities described below include those related to specific *Management Plan* Action Plans, as well as those that improve outreach and communications functions of the NHEP to support its mission.

05-E-1: Local Grants Program in 2006

The NHEP will provide \$50,000 for competitively selected projects in response to a request for proposals. The NHEP Management Committee places strong emphasis on empowering community partners. To this end, the NHEP will continue its Local Grants Program through 2006 (last year's grant is providing funds for the 2005 Local Grants Program). Projects will be solicited through a Request for Proposals in fall 2005. Applicants will be required to implement specific action plans from the NHEP *Management Plan*.

Action Plan Implemented:

Action Plan EDU-3: Establish and fund a Technical Assistance Grant Program to promote and fund projects that support the NHEP *Management Plan*

05-E-2: Monthly Newspaper Column

The NHEP Public Outreach and Education Team will continue to work with the

Seacoast Newspapers group to publish a monthly column in the Portsmouth Herald titled “Eye on Our Estuaries,” which highlights local estuarine issues.

Action Plans Implemented:

- Action Plan EDU-1: Utilize the media to enhance educational efforts
 - Action Plan EDU-2: Work with the Seacoast Newspapers to establish a monthly newspaper column devoted to coastal natural resource issues
-

05-E-3: General Outreach/Communications Support

Up to \$5,000 from the Year 9 grant will be reserved for general outreach activities in 2005 and 2006. The NHEP Project Assistant manages outreach and communications activities for the NHEP. Specific activities to implement actions from the *Management Plan* or the Communications Plan will be developed with input from the Public Outreach and Education Team.

In addition, the NHEP will continue producing *Estuaries Update*, which was initiated in 2003. This monthly electronic newsletter provides information on the NHEP’s meetings, projects, reports, and upcoming events. Anyone with email can sign up to receive the newsletter. Past editions of *Estuaries Update* are archived on the NHEP website. The NHEP also will continue maintaining and updating its website. The website will continue to be the primary mechanism for people to access NHEP reports.

The NHEP will produce periodic press releases to educate the public about coastal watershed issues and NHEP projects. In addition, the NHEP will continue to require grantees to create and submit at least one press release during the project period to describe their project and its relationship to the *Management Plan* and mention NHEP funding for their activities. [This relates to Action Plan EDU-1: Utilize the media to enhance educational efforts.]

The NHEP will continue to support volunteer organizations in the coastal watershed. Volunteer organizations are encouraged to participate in the Local Grants Program and other funding opportunities. In addition, NHEP’s website lists opportunities for interested citizens to volunteer with local organizations. [This relates to Action Plan EDU-5: Support volunteer organizations active in water quality, habitat, or other estuarine watershed natural resource issues.]

F. MONITORING ACTIVITIES

The NHEP Coastal Scientist oversees the development and implementation of NHEP’s monitoring activities. Monitoring activities involve implementation of the Monitoring Plan, which outlines the data and analytical methods for indicators that assess environmental objectives. Monitoring activities include annual programs and special projects for which data are collected less frequently. The NHEP commits funds to implement its annual monitoring program, and special monitoring projects are pursued as needed and as funds are available. For the Year 9 grant, the NHEP will reserve \$109,200 for its annual monitoring program (\$62,000 and \$47,200 for 2005 and 2006,

respectively) and reserve \$18,320 for special monitoring projects in 2005. Quality Assurance Project Plans (QAPPs) will be developed as necessary for monitoring projects.

05-M-1: 2005 Annual Monitoring Projects

The NHEP will reserve \$62,000 for annual monitoring projects in 2005. An equivalent amount of matching funds will be provided by organizations implementing monitoring projects. Specific projects and budgets will be determined in fall 2004. The NHEP Coastal Scientist will work with the Technical Advisory Committee to develop projects as part of the annual monitoring program. TAC-approved projects will be presented to the Management Committee for approval.

05-M-2: 2005 Special Monitoring Projects

The NHEP will reserve \$18,320 for special monitoring projects in 2005. An equivalent amount of matching funds will be provided by organizations implementing monitoring projects. Special projects are one-time projects that supplement the annual monitoring program. Specific projects and budgets will be determined in fall 2004. The NHEP Coastal Scientist will work with the Technical Advisory Committee to develop projects, and TAC-approved projects will be presented to the Management Committee for approval.

05-M-3: 2006 Annual Monitoring Projects

The NHEP will reserve \$47,200 from the Year 9 grant for annual monitoring projects in 2006. Additional funds will be allocated from the Year 10 work plan for projects in 2006 (annual monitoring costs in 2006 are projected to be \$68,000). Specific projects and budgets will be determined in fall 2005 by the NHEP Coastal Scientist and the Technical Advisory Committee and presented to the Management Committee for approval.

05-M-4: Seabrook Station Clam Monitoring Program

The NHEP relies on monitoring data from Seabrook Station for many of its shellfish indicators. Seabrook Station funds a contractor to collect data that otherwise the NHEP would have to collect. Monitoring costs borne by Seabrook Station related to the NHEP's environmental indicators are included as matching funds for the program.

G. UNDESIGNATED FUNDS

The NHEP will hold \$7,500 in reserve for a project yet to be determined. The project will need to generate at least \$15,000 in matching funds for the NHEP. The potential project could be an infrastructure project to improve water quality or a land protection project – similar type projects have generated substantial overmatch for NHEP funds in the past. The project to be funded will be presented to the Management Committee for approval prior to initiation.

H. OTHER MATCHING FUNDS FOR IMPLEMENTATION ACTIVITIES

In addition to matching funds generated through project implementation activities identified above, the following sources will provide matching funds (cash and in-kind services) to the NHEP to assist with project implementation.

05-Match-1: Seabrook Station corporate donation

FPL Energy Seabrook Station has contributed funding to the NHEP for six years. The financial support has provided funding for water quality studies and shellfish activities in Hampton-Seabrook Harbor. Seabrook Station has committed funding at a level of \$12,000 for 2005 activities.

05-Match-2: Management Committee and Project Teams in-kind support

Members of the Management Committee, Technical Advisory Committee, and Project Teams provide valuable support for operation of the NHEP and implementation of the *Management Plan*. The Management Committee meets quarterly, with additional periodic subcommittee meetings; the TAC meets 4 times per year; and Project Teams each typically meet 2-4 times per year. In-kind support for 2005 is estimated at \$10,000, based on actual hours committed to NHEP meetings by individuals in previous years. This estimate is conservative; it does not represent travel time or time spent on NHEP activities outside of meetings. Note – this estimate excludes time spent by committee and team members who serve in federally funded positions.

The following table summarizes Year 9 grant funding for implementation activities. The complete NHEP Year 9 budget, including administrative costs, is presented in Section 7 of the workplan.

Work Plan ID	Contractor/Organization ¹	NHEP Funds	Matching Funds	Total
Water Quality				
05-A-1	DES (grants to communities TBD)	\$60,000	\$60,000	\$120,000
05-A-2	UNH Jackson Lab	\$42,660	\$42,660	\$85,320
05-A-3	UNH or SkyJuice New England	\$34,680	\$34,680	\$69,360
05-A-4	Piscataqua River Cooperative	\$5,000	\$135,000	\$140,000
Shellfish				
05-B-1	DES Shellfish Program	\$10,000 ²	\$50,000	\$60,000
05-B-2	DES GulfWatch	\$7,500	\$7,500	\$15,000
05-B-3	TBD – Shellfish Projects	\$35,000	\$35,000	\$70,000
05-B-4	Shellfish Team/NHEP Staff	\$0	\$0	\$0
05-B-5	Public Outreach Team/NHEP Staff	\$0	\$0	\$0
Land Use & Habitat Protection				
05-C-1	UNH Cooperative Extension	\$16,030	\$16,030	\$32,060
05-C-2	TBD – NROC Community Grants	\$7,500	\$7,500	\$15,000
05-C-3	Center for Land Cons. Asst.	\$57,200	\$59,500	\$116,700
05-C-4	Contractor(s) TBD	\$50,000	\$50,000	\$100,000
05-C-5	UNH Complex Systems	\$18,320	\$18,320	\$36,640
06-C-6	Contractor TBD	\$15,000	\$15,000	\$30,000
Restoration				
05-D-1	The Nature Conservancy	\$26,400	\$26,400	\$52,800
05-D-2	UNH Jackson Estuarine Lab	\$41,190	\$41,190	\$82,380
05-D-3	NH Fish & Game Department	\$25,000	\$40,000	\$65,000
Education & Outreach				
05-E-1	TBD – Local Grants in 2006	\$50,000	\$60,000	\$110,000
05-E-2	Public Outreach Team	\$0	\$3,600	\$3,600
05-E-3	NHEP Staff/Public Outreach Team	\$5,000	\$5,000	\$10,000
Monitoring				
05-M-1	TBD – 2005 Annual Projects	\$62,000	\$62,000	\$124,000
05-M-2	TBD – 2005 Special Projects	\$18,320	\$18,320	\$36,640
05-M-3	TBD – 2006 Annual Projects	\$47,200	\$47,200	\$94,400
05-M-4	2005 Seabrook Monitoring	\$0	\$60,000	\$60,000
Undesignated Funds				
	Project/Contractor TBD	\$7,500	\$15,000	\$22,500
Other Matching Funds				
05-Match-1	Seabrook Station donation	\$0	\$12,000	\$12,000
05-Match-2	Mgmt Committee/Project Teams	\$0	\$10,000	\$10,000
Total		\$641,500	\$931,900	\$1,573,400

¹ UNH projects include a 20% indirect rate (reduced from the normal 31% or 35% rate typically charged for UNH projects).

² An additional \$40,000 from previous grants designated for shellfish projects will be provided for a total of \$50,000.

Section 6

Project Management/Administration

On June 17, 2004 the NHEP Management Committee voted to move the NHEP to the University of New Hampshire (UNH), provided that the Management Committee and the University could agree on a Memorandum of Agreement outlining how the program would be administered, a transition plan for moving the program to the University, and other issues related to transferring the program out of the state system. The intent is to transition the NHEP to the University by early fall 2004. As such, the work plan is being submitted to EPA through the University and assumes that the University will be administering the program by the time funding from the Year 9 grant application becomes available.

The Year 9 Work Plan includes annual costs for administration of the New Hampshire Estuaries Project, including staff, supplies, equipment, travel, and indirect costs.

Staff Expenses (salary and benefits): \$248,544

NHEP staff to be located at UNH include the Director, Project Assistant, and Planning Technician (position titles may change at UNH). Currently the Planning Technician position is vacant; it will be filled once the NHEP transitions to UNH. The NHEP also funds a Coastal Scientist position at the NH Department of Environmental Services. Salaries and benefits for one year of program operation will be funded by the Year 9 grant. Benefits for UNH staff are calculated as 40% of the salary. Prorated benefits (calculated at 50.8%) and other administrative costs are included for the Coastal Scientist position at DES (i.e., the NHEP will fund 75% of costs associated with the Coastal Scientist position).

Specific roles of staff are:

Project Director (UNH position): The Director is responsible for carrying out activities and priorities approved by the NHEP Management Committee in the annual work plan, meeting all federal requirements of the program, supervising other program staff, coordinating with stakeholder groups, developing annual work plans and budgets, securing non-federal matching funds for the program, developing project solicitations, managing contracts and grants, providing program activity reports, and general administration of the project to support *Management Plan* implementation. Salary and benefits to support this position for one year will be paid from the Year 9 grant (\$75,600).

Project Assistant/Outreach Coordinator (UNH position): The Project Assistant implements actions from the *Management Plan*, oversees grant programs, coordinates selection of projects through competitive project solicitations, manages contracts and projects, implements the NHEP's communication plan, coordinates the Public Outreach and Education Team, provides support to other NHEP project teams, and manages all outreach activities for the program. Salary and benefits to support this position for one year will be paid from the Year 9 grant (\$60,200).

Planning Technician (UNH position): The Planning Technician implements actions from the *Management Plan* (focusing primarily on land use, habitat protection and restoration

related action plans), oversees grant programs, coordinates selection of projects through competitive project solicitations, manages contracts and projects, provides support to NHEP project teams, and assists with outreach activities for the program. Salary and benefits to support this position for one year will be paid from the Year 9 grant (\$50,400).

Coastal Scientist (NH Department of Environmental Services position): The position is responsible for overseeing and implementing the NHEP Monitoring Plan, including collection, analysis, and reporting of environmental indicator data, developing and managing projects related to the Monitoring Plan, and revising the plan as needed; managing the QAPP development and approval process for NHEP projects; managing the Shellfish and Living Resources Team; coordinating selection of projects through competitive project solicitations; managing contracts and projects related to shellfish, other living resources, and restoration activities; and providing the NHEP Director with progress reports. Specific work tasks and reporting requirements for the position are developed in an annual Memorandum of Agreement. The NHEP pays for 75% of the costs of the position; NH DES pays for 25% of the costs. Salary and benefits to support this position at a 75% level for one year will be paid from the Year 9 grant (\$62,344).

Additional program support is provided by the Office of Sponsored Research, whose staff develop contract agreements and provide fiscal oversight and reporting for the NHEP.

Other Administrative Expenses: \$114,040

Supplies and Equipment – This includes outreach materials, publication printing costs, and office supplies (\$7,000) and equipment costs to furnish the office and operate the program at UNH (\$5,000).

Travel – in-state and out-of-state travel costs (\$1,000 and \$10,000, respectively) for NHEP staff and Management Committee members. Projected out-of-state travel costs are shown below.

Date	Meeting	Location	NHEP Representative	Total Cost
Spring 2005	National ANEP/EPA Meeting	Washington, DC	Director Project Assistant Coastal Scientist Mgmt Comm Member	\$4,500
Fall 2005	National ANEP/EPA Meeting	TBD	Director Project Assistant	\$2,500
TBD	Conference or Training on Monitoring or Indicators	TBD	Coastal Scientist	\$1,000
TBD	NEP Outreach/Education Meeting or Training	TBD	Project Assistant	\$1,000
TBD	Other	TBD	NHEP Staff - TBD	\$1,000
			Total Travel	\$10,000

Indirect (facilities and administrative costs) – Facilities and administrative costs are assessed at a rate of 20%, which is below UNH's standard rate of 31%. The indirect cost waiver granted by UNH allows the NHEP to commit more funds to project implementation and it helps the NHEP meet the matching requirements for federal funds. The unrecovered indirect charges (11%) are counted as matching funds for the program.

For the Year 9 Work Plan, the grant will pay for \$91,040 for facilities and administrative costs at UNH. This includes \$41,840 for F&A charges for direct costs (calculated at a 20% rate) and \$49,200 for F&A for subawards made by the University (calculated at a 20% rate for the first \$25,000 of any subaward). Indirect costs for NHEP-funded UNH projects are included in the project costs described in Section 5 of the Work Plan.

Unrecovered indirect counted as match for the program is \$72,200. This includes \$23,012 for direct charges (11% rate), \$27,060 for subawards (11% rate for the first \$25,000 of any subaward), and \$22,128 for NHEP-funded UNH projects (11% rate).

Section 7 Year 9 Budget

Activity	NEP \$	MATCH \$	TOTAL \$
MANAGEMENT PLAN IMPLEMENTATION	\$641,500	\$931,900	\$1,573,400
Water Quality Actions	\$142,340	\$272,340	\$414,680
Shellfish Actions	\$52,500	\$92,500	\$145,000
Land Use/Habitat Protection Actions	\$164,050	\$166,350	\$330,400
Restoration Actions	\$92,590	\$107,590	\$200,180
Outreach/Education Actions	\$55,000	\$68,600	\$123,600
Monitoring Activities	\$127,520	\$187,520	\$315,040
Undesignated Funds	\$7,500	\$15,000	\$22,500
Seabrook Station Donation	----	\$12,000	\$12,000
Management Committee/Project Teams In-kind	----	\$10,000	\$10,000
PROJECT ADMINISTRATION	\$362,584	\$72,200	\$434,784
Staff: Director (salary & benefits ¹)	\$75,600	----	\$75,600
Staff: Project Assistant (salary & benefits)	\$60,200	----	\$60,200
Staff: Planning Technician (salary & benefits)	\$50,400	----	\$50,400
Office: Outreach materials & supplies	\$7,000	----	\$7,000
Office: Equipment	\$5,000	----	\$5,000
Travel: Out-of-state and in-state	\$11,000	----	\$11,000
Indirect: Facilities & Admin ² on direct expenses	\$41,840	\$23,012	\$64,852
Indirect: Facilities & Admin on subawards	\$49,200	\$27,060	\$76,260
Indirect: Facilities & Admin on UNH projects ³	----	\$22,128	\$22,128
Other Staff: Coastal Scientist/Contract employee ⁴	\$62,344	----	\$62,344
TOTAL (Project implementation & admin)	\$1,004,084	\$1,004,100	\$2,008,184

¹ Staff benefits are calculated as 40% of salary.

² The standard UNH Facilities & Administrative (F&A) rate is 31%. However the F&A cost charged to the NHEP is 20%; the 11% F&A not recovered by UNH is counted as match.

³ Includes the 11% of the F&A rate not assessed on NHEP-funded implementation projects at UNH.

⁴ The NHEP Coastal Scientist position is located at DES, not UNH. The work plan and budget for the Coastal Scientist will be part of the memorandum of agreement between UNH and DES. The NHEP will fund 75% of the costs for the NHEP Coastal Scientist in 2005.

Appendix 1 Implementation Projects (2001 – present)

The following table describes all of the implementation projects developed to date with Year 5, 6, 7, and 8 funding. Information is generated from the NHEP project tracking database, which is used to record all NHEP projects that implement actions from the *Management Plan*. The following information is provided:

Workplan identification number

Project activity

Deliverables or products

Contractor/Organization

Relevant Action Plans

Project start and end dates

NHEP funds for the project

Matching funds

Other project funds

Projects Initiated from 1/01/01 through 6/30/04

Workplan ID	Project Activity	Deliverable/Product	Contractor/ Organization	Relevant Action Plan	Start Date	End Date	NHEP Funds	Match	Other Funds
01-A-1	Municipal training on stormwater infrastructure maintenance	2 Workshops and Community Data	NH DES Watershed Assistance Section	WQ-04A, WQ-18	3/14/2001	6/30/2003	\$6,705.00	\$3,600.00	
01-A-10.1	Hampton/Seabrook Harbor Wet Weather Bacterial Loading Study to Support TMDL	Final Report - data used for the TMDL	NH DES Watershed Assistance Section	SHL-02, SHL-05, WQ-05, WQ-06	4/17/2002	12/31/2002	\$10,320.00	\$0.00	
01-A-10.2	Volunteer assistance for Hampton Harbor Wet Weather Sampling	Data Collection & Final Report	UNH Great Bay Coast Watch	SHL-05, WQ-05	5/15/2002	12/31/2002	\$1,230.00	\$0.00	
01-A-10.3	Little Harbor Wet Weather Field Evaluation for TMDL support	Final report - data used for the TMDL	NH DES Watershed Assistance Section	Monitoring, SHL-02, SHL-05, WQ-05, WQ-06	1/1/2003	6/30/2002	\$5,200.00	\$0.00	\$15,000
01-A-2-a	DES storm sewer mapping	Electronic maps	NH DES Watershed Assistance Section	WQ-04B	3/14/2001	12/31/2002	\$15,056.00	\$0.00	
01-A-2-b.1	Town of Hampton storm sewer mapping	Electronic maps	NH DES Watershed Assistance Section	WQ-04B	3/14/2001	12/31/2002	\$9,000.00	\$1,760.00	
01-A-2-b.2	Somersworth storm sewer mapping	Electronic maps	NH DES Watershed Assistance Section	WQ-04B	3/14/2001	12/31/2002	\$10,000.00	\$38,000.00	
01-A-2-b.3	Town of Newmarket storm sewer mapping	Electronic maps	NH DES Watershed Assistance Section	WQ-04B	1/1/2002	12/31/2002	\$8,996.00	\$5,998.00	
01-A-2-b.4	Town of Exeter storm sewer mapping	Electronic maps	NH DES Watershed Assistance Section	WQ-04B	1/1/2002	12/31/2002	\$12,020.00	\$8,260.00	
01-A-2-b.5	City of Rochester storm sewer mapping	Electronic maps	NH DES Watershed Assistance Section	WQ-04B	1/1/2002	12/31/2002	\$11,000.00	\$7,300.00	
01-A-2-b.6	Town of Durham storm sewer mapping	Electronic maps	NH DES Watershed Assistance Section	WQ-04B	1/1/2002	12/31/2002	\$0.00	\$0.00	
01-A-2-b.7	Town of Seabrook storm sewer mapping	Electronic maps	NH DES Watershed Assistance Section	WQ-04B	1/1/2002	12/31/2002	\$5,605.00	\$3,750.00	
01-A-3	Identify and eliminate illicit connections	Pollution elimination	NH DES Watershed Assistance Section	WQ-04C	3/14/2001	12/31/2002	\$60,103.00	\$60,000.00	
01-A-4-a	2001 Shoreline Surveys	Final Report	NH DES Shellfish Program	WQ-05	3/14/2001	12/31/2001	\$5,750.00	\$0.00	
01-A-4-b	Volunteer Support for Shoreline Surveys	Final Report	UNH Great Bay Coast Watch	EDU-05, WQ-05	4/11/2001	12/31/2001	\$9,400.00	\$4,933.50	

01-A-4-c	2002 Shoreline Surveys	Final Report	NH DES Shellfish Program	WQ-05	1/1/2002	12/31/2002	\$18,464.00	\$0.00	
01-A-4-d	2002 Lab Analyses	Final Report	NH DES Shellfish Program	WQ-05	1/1/2002	12/31/2002	\$5,700.00	\$10,000.00	
01-A-6-a	Stormwater Treatment Technology Evaluation	Final Report	NH DES Watershed Assistance Section	WQ-08	3/14/2001	12/31/2002	\$55,000.00	\$0.00	
01-A-6-b	Innovative Stormwater Treatment/BMP Manual	Manual - Printed copy and Website version	NH DES Watershed Assistance Section	WQ-08	10/24/2001	12/31/2002	\$3,500.00	\$4,550.00	
01-A-7	Revision and Outreach for Green Book	Manual and Workshops	Rockingham County Conservation District	EDU-03, WQ-09, WQ-10, WQ-18	5/9/2001	6/30/2003	\$7,000.00	\$10,000.00	
01-A-8	Septic System Workshops	Workshops and Outreach Materials	Granite State Designers & Installers Association	EDU-03, LND-19, WQ-13, WQ-14	4/11/2001	12/31/2001	\$4,700.00	\$7,286.00	
01-A-9	Storm Drain Stenciling Community Projects	~1,000 Drains Stenciled	UNH SeaGrant	EDU-03, WQ-19	5/9/2001	6/30/2003	\$9,965.00	\$5,040.00	
01-B-1-a	2001 Program Administration	Final Report	NH DES Shellfish Program	SHL-01	3/14/2001	12/31/2001	\$3,340.00	\$0.00	
01-B-1-b	Hampton Harbor Dry Weather Study	Final Report	NH DES Shellfish Program	SHL-01, SHL-02, SHL-05	3/14/2001	12/31/2001	\$1,650.00	\$0.00	
01-B-1-c	2001 Miscellaneous Pollution Studies	Final Report	NH DES Shellfish Program	SHL-01, SHL-04	3/14/2001	12/31/2001	\$7,180.00	\$0.00	
01-B-1-d	Clam Purging Study	Final Report	UNH Jackson Estuarine Lab	SHL-01	6/26/2001	12/31/2002	\$2,630.00	\$0.00	
01-B-1-e	2002 Program Administration'	Final Report	NH DES Shellfish Program	SHL-01, SHL-04	1/1/2002	12/31/2002	\$19,421.00	\$0.00	
01-B-1-f	2002 Miscellaneous Pollution Studies	Final Report	NH DES Shellfish Program	SHL-01, SHL-04, SHL-05	1/1/2002	12/31/2002	\$3,145.00	\$0.00	
01-B-1-g	2002 Tributary Analysis	Final Report	NH DES Shellfish Program	SHL-01, SHL-04, SHL-05	1/1/2002	12/31/2002	\$6,750.00	\$0.00	
01-B-1-h	Microbial Source Tracking for Stormwater Pipes	Final Report	NH DES Shellfish Program	SHL-02, SHL-05	1/1/2002	12/31/2002	\$3,525.00	\$0.00	
01-B-1-i	Comprehensive Report for Microbial Source Tracking	Final Report	NH DES Shellfish Program	SHL-02, SHL-05	1/1/2003	6/30/2003	\$3,275.00	\$0.00	
01-B-2-a	2001 Ambient Monitoring of Shellfish Growing Waters	Final Report	NH DES Shellfish Program	SHL-05	3/14/2001	12/31/2001	\$2,200.00	\$0.00	
01-B-2-b	Analysis of Shellfish Program Samples	Final Report	NH DHHS	SHL-01, SHL-05	2/14/2001	12/31/2001	\$15,880.00	\$37,420.00	

01-B-2-c	Analysis of Shellfish Program Samples	Final Report	UNH Jackson Estuarine Lab	SHL-01, SHL-05	6/26/2001	12/31/2002	\$5,000.00	\$0.00	
01-B-2-d	2002 Ambient Monitoring and Emergency Sampling	Final Report	NH DES Shellfish Program	SHL-01, SHL-05	1/1/2002	12/31/2002	\$3,000.00	\$0.00	
01-B-3-a	2001 PSP Monitoring	Final Report	NH DES Shellfish Program	SHL-06	3/14/2001	12/31/2001	\$2,300.00	\$0.00	
01-B-3-b	2001 PSP Sample Analysis	Final Report	NH DHHS	SHL-06	2/14/2001	12/31/2001	\$6,200.00	\$6,200.00	
01-B-3-c.1	Mussel Toxin Monitoring	Final Report	NH DES Watershed Assistance Section	SHL-06	6/26/2001	12/31/2002	\$6,560.00	\$0.00	
01-B-3-d.1	Clam and Oyster Toxic Monitoring	Final Report	NH DES Watershed Assistance Section	SHL-06	6/26/2001	12/31/2002	\$6,560.00	\$0.00	
01-B-3-d.2	Clam and Oyster Toxic Contaminant Analysis	Final Report	UNH Jackson Estuarine Lab	SHL-06	6/26/2001	12/31/2002	\$3,440.00	\$0.00	
01-B-3-e	2002 Toxin/biotoxin Monitoring	Final Report	NH DES Shellfish Program	SHL-06	1/1/2002	12/31/2002	\$3,000.00	\$0.00	
01-B-4-a	Monitor Oyster Diseases - MSX and Dermo	Final Report	NH F&G Marine Division	SHL-07	11/1/2001	6/30/2003	\$4,000.00	\$0.00	
01-B-4-b	Mapping Oyster Beds	Final Report	NH F&G Marine Division	SHL-07	11/1/2001	6/30/2003	\$14,000.00	\$0.00	
01-B-5-a	2001 Citizen Participation in Shellfish Resource Decisions	Team Meeting	NHEP Shellfish Team	SHL-14	1/1/2001	12/31/2001	\$0.00	\$0.00	
01-B-6	Discussion of Aquaculture Barriers	Team Meeting	NHEP Shellfish Team	SHL-15	1/1/2001	12/31/2001	\$0.00	\$0.00	
01-C-10	Conservation Commission Circuit Rider Pilot Program in 2002	Training/Meetings	Rockingham Planning Commission	LND-14, 15, 16, 25, 25B, 25C	5/15/2002	6/30/2003	\$12,138.00	\$0.00	
01-C-11	Groundwater Sustainability Study	Well Survey Data & Final Report	NH DES/NH Geological Survey	LND-18	10/9/2002	6/30/2003	\$25,000.00	\$7,400.00	\$48,000
01-C-12	Oyster River Watershed Plan	Watershed Plan	Strafford Regional Planning Commission	LND-06, LND-06A	12/2/2001	3/30/2002	\$5,000.00	\$0.00	
01-C-13	Citizen Awareness of Arsenic Contamination in Private Bedrock Wells in Southeastern NH	Fact sheet	USGS	LND-18, LND-19	5/15/2002	12/31/2002	\$5,000.00	\$5,000.00	\$58,000
01-C-1-a	Community Conservation Assistance Program/NROC	NROC Meetings & Presentations	UNH Cooperative Extension	LND-05, LND-34	5/23/2001	12/31/2002	\$10,000.00	\$5,000.00	
01-C-1-b	Growing Greener Initiative	Public Workshops	City of Dover	LND-05	2/15/2002	12/31/2002	\$5,446.00	\$3,105.00	

01-C-1-c	Squamscott Regional Growth Project	Meetings & Outreach Materials	Rockingham Planning Commission	LND-05	1/1/2001	12/31/2002	\$10,000.00	\$0.00	
01-C-2	Shoreland Protection Technical Assistance in Exeter River Watershed	Fact sheet & Workshops	Rockingham Planning Commission	EDU-03, LND-14	5/9/2001	6/30/2002	\$15,400.00	\$8,650.00	
01-C-3	Shoreland Conservation Technical Assistance	Workshops	Rockingham County Conservation District	EDU-03, LND-15	5/9/2001	12/31/2002	\$15,000.00	\$11,500.00	
01-C-4	Shoreland Protection Act Program	8 Workshops	NH DES	LND-16	3/14/2001	12/31/2002	\$0.00	\$1,650.00	
01-C-5	Prime Wetland Evaluation and Designation	Outreach Materials and Training	Moose Mt. Regional Greenways	EDU-03, LND-25, LND-25B, LND-25C	5/9/2001	12/31/2002	\$10,000.00	\$3,495.00	
01-C-6-a	Land Conservation Education/Community Conservation Assistance Program	Final Report	UNH Cooperative Extension	EDU-03, LND-28, LND-32, LND-33, LND-36	5/23/2001	12/31/2002	\$10,000.00	\$5,000.00	
01-C-6-b	Land Conservation in Sagamore Creek and Berry's Brook	Maps	Seacoast Land Trust	LND-15, LND-32, LND-36	5/9/2001	3/30/2002	\$8,725.00	\$7,412.00	
01-C-7-a	Great Bay Resource Protection Partnership Support	Land Protection Projects	The Nature Conservancy	LND-26, LND-27	5/9/2001	6/30/2002	\$25,000.00	\$0.00	
01-C-7-b	Piscassic Watershed Habitat Modeling and Inventory	Maps and Final Report	The Nature Conservancy	LND-27, LND-33, LND-34	5/9/2001	6/30/2002	\$23,982.00	\$14,332.00	
01-C-8	Impervious Surface Estimations	Environmental Indicator Data & Final Report	UNH Complex Systems Research Center	LND-01, LND-02	4/17/2002	12/31/2002	\$21,485.00	\$6,514.00	
01-C-9	Municipal Assistance for Funding Land Protection Projects	Guidebook & Workshops	SPNHF/Center for Land Conservation Assistance	LND-28	5/15/2002	12/31/2003	\$14,400.00	\$0.00	
01-D-1	Juvenile Clam Mortality Study	Final Report	University of Maine Machias	RST-01	11/7/2001	12/31/2002	\$27,386.00	\$14,772.00	
01-D-2-a	Salt Marsh Restoration	2 Acres Restored	Town of Hampton	RST-02, RST-03	5/9/2001	12/31/2001	\$10,000.00	\$40,000.00	\$500,000
01-D-2-b	Pond Restoration Plan and Salt Marsh Monitoring	Final Report	Town of New Castle	RST-03, RST-04	5/9/2001	12/31/2002	\$7,500.00	\$3,543.00	
01-D-3	Inventory of Freshwater Wetland Restoration Opportunities	Database & Final Report	West Environmental	RST-04, RST-05, RST-06	1/1/2002	12/31/2002	\$30,000.00	\$0.00	

01-E-1	Stream Assessments	Volunteer Training	Cocheco River Watershed Assoc.	EDU-03, EDU-05	4/11/2001	3/30/2002	\$7,000.00	\$4,000.00	
01-E-2	NHEP Public Awareness Campaign	Posters, Radio Spot, Brochures	Garrand & Company	EDU-01	5/15/2002	12/31/2002	\$40,253.00	\$21,500.00	
01-E-4	2001 Estuaries Day Administration	Final Report	Rockingham Planning Commission	EDU-05	8/1/2001	10/31/2001	\$10,000.00	\$0.00	
01-E-5	Website Design	Project Terminated	Computer Express	EDU-01	5/1/2002	12/31/2002	\$9,600.00	\$0.00	
01-E-6	2002 Estuaries Month Support	18 Public Events	Rockingham Planning Commission	EDU-05	8/1/2002	12/31/2002	\$4,000.00	\$0.00	
01-E-7	Septic System Outreach	Mailing to Owners	NHEP Staff	WQ-13	7/1/2002	12/31/2002	\$0.00	\$0.00	
01-E-8	2003 Estuaries Month Support	Final Report	Rockingham Planning Commission	EDU-05	6/4/2003	12/31/2003	\$5,375.00	\$0.00	
01-M-1	Microbial Source Tracking	Final Report	UNH Jackson Estuarine Lab	Monitoring	6/26/2001	12/31/2002	\$45,000.00	\$40,000.00	
01-M-2	In-situ Data Loggers	Data & Final Report	UNH Jackson Estuarine Lab	Monitoring	6/26/2001	12/31/2002	\$20,000.00	\$0.00	
01-M-3	Enhanced Ambient Water Quality Monitoring	Final Report	NH DES Watershed Assistance Section	Monitoring	3/14/2001	12/31/2002	\$25,650.00	\$25,000.00	
01-M-4	QAPP Development for WWTF Study	QAPP	UNH Jackson Estuarine Lab	Monitoring, WQ-03	6/21/2001	12/31/2002	\$5,384.00	\$0.00	
01-Staff-1	NHEP Coastal Watershed Scientist 2001 & 2002	Staff Activities & Reports	NH DES Water Quality Section	Monitoring	3/14/2001	12/31/2002	\$120,654.00	\$39,051.00	
02-A-1	WWTP Pollutant Loading Study	Final Report	NH DES Watershed Assistance Section	Monitoring, WQ-01, WQ-03	2/20/2002	12/31/2003	\$33,990.00	\$34,130.00	
02-A-2	Illicit Connection Identification/Removal and Storm Drainage Mapping Grants	Electronic Maps	NH DES Watershed Assistance Section	WQ-04B, WQ-04C	2/20/2002	12/31/2003	\$50,000.00	\$50,000.00	
02-A-3.1	2002 Volunteer Support for Shellfish Program	Final Report	UNH Great Bay Coast Watch	EDU-05, SHL-05, SHL-06, SHL-14, WQ-05	2/20/2002	6/30/2003	\$10,045.00	\$10,045.00	
02-A-3.2	2003 Volunteer Support for Shellfish Program Activities	Final Report	UNH Great Bay Coast Watch	EDU-05, SHL-05, SHL-06, SHL-14, WQ-05	1/1/2003	12/31/2003	\$10,000.00	\$10,000.00	
02-A-4	Bracket Road Sewer Extension	Final Report	City of Portsmouth	WQ-07	2/20/2002	12/31/2003	\$30,000.00	\$170,000.00	
02-A-5	Stormwater Treatment Device Evaluation	Final Report	NH DES Watershed Assistance Section	WQ-08	2/20/2002	12/31/2003	\$20,450.00	\$15,000.00	

02-A-6	Septic System Outreach	Workshops & Materials	Granite State Designers & Installers Association	LND-19, WQ-13, WQ-14	3/6/2002	12/31/2002	\$9,700.00	\$9,750.00	
02-A-6.1	Septic System Outreach	File Folders	Granite State Designers & Installers Assoc.	WQ-13	9/25/2002	12/31/2002	\$1,600.00	\$0.00	
02-A-7	Storm Drain Stenciling	Final Report	Town of Exeter	EDU-03, WQ-19	3/6/2002	6/30/2003	\$3,381.00	\$5,575.00	
02-A-8	Dennett Street Exfiltration/Illicit Discharge Elimination Project	Pollution Elimination	City of Portsmouth	WQ-07	8/14/2002	12/31/2003	\$35,000.00	\$280,525.00	
02-Admin-1	Development of Project Tracking Database	Database	New Horizons		1/5/2002	6/30/2002	\$6,480.00	\$0.00	
02-B-1	2002 PSP Sample Analysis	Final Report	NH DHHS	SHL-06	2/6/2002	12/31/2002	\$5,200.00	\$6,200.00	
02-B-1.1	2002 Analysis of Shellfish Program Samples	Final Report	NH DHHS	SHL-05	2/6/2002	12/31/2002	\$29,990.00	\$39,100.00	
02-B-1.10	Ambient Water Quality Analysis in 2003	Final Report	NH DHHS	SHL-01, SHL-04, SHL-06	4/2/2003	12/31/2003	\$15,732.00	\$34,788.00	
02-B-1.11	Shellfish Meat Coliform Testing in 2003	Final Report	NH DHHS	SHL-01, SHL-04, SHL-06	4/2/2003	12/31/2003	\$18,470.00	\$3,430.00	
02-B-1.12	Shellfish Tissue Monitoring for PSP in 2003	Final Report	NH DHHS	SHL-01, SHL-04, SHL-06	4/2/2003	12/31/2003	\$5,200.00	\$6,200.00	
02-B-1.2	Shellfish Program Admin in 2003	Final Report	NH DES Shellfish Program	SHL-01, SHL-04	3/19/2003	12/31/2003	\$14,520.00	\$50,000.00	
02-B-1.3	Water Quality Monitoring	Final Report	NH DES Shellfish Program	SHL-05	3/19/2003	12/31/2003	\$6,200.00	\$0.00	
02-B-1.4	Sanitary Surveys	Final Report	NH DES Shellfish Program	SHL-01, WQ-05	3/19/2003	12/31/2003	\$23,206.00	\$0.00	
02-B-1.5	Pollution Evaluation and Analyses	Final Report	NH DES Shellfish Program	SHL-01, WQ-05	3/19/2003	12/31/2003	\$3,240.00	\$0.00	
02-B-1.6	Wet Weather Sampling	Final Report	NH DES Shellfish Program	SHL-01, WQ-05	3/19/2003	12/31/2003	\$1,770.00	\$0.00	
02-B-1.7	Follow-up Pollution Source Identification	Final Report	NH DES Shellfish Program	SHL-01, WQ-05	3/19/2003	12/31/2003	\$2,250.00	\$0.00	
02-B-1.8	Hampton Harbor Dry Weather Sampling	Final Report	NH DES Shellfish Program	SHL-01, WQ-05	3/19/2003	12/31/2003	\$1,600.00	\$0.00	
02-B-1.9	Sanitary Surveys	Final Report	NH DES Shellfish Program	SHL-01, WQ-05	3/19/2003	12/31/2003	\$7,812.00	\$0.00	
02-B-2	Monitoring at 3 GulfWatch sites	Final Report	NH DES	Monitoring, SHL-06	3/19/2003	12/31/2003	\$5,400.00	\$0.00	

02-B-4	Citizen input to shellfish resource decisions 2002	Team Meetings	NHEP Shellfish Team	SHL-14	2/20/2002	12/31/2002	\$0.00	\$0.00	
02-B-4.1	Citizen input to shellfish resource decisions 2003	Team Meetings	NHEP Shellfish Team	SHL-14	3/19/2003	12/31/2003	\$0.00	\$0.00	
02-B-6	Shellfish Education and Outreach	Display, Clamming Workshop, and Newspaper Columns	Aquaculture Education Resource Center	EDU-02, EDU-05, SHL-09D, SHL-10, SHL-11, SHL-13	3/20/2002	3/31/2003	\$9,975.00	\$10,529.00	
02-B-7	Dockside Shellfish Aquaculture Project	Workshops & Shellfish Reseeding	Aquaculture Education Resource Center	EDU-01, EDU-03, EDU-05, SHL-15	3/5/2003	3/31/2004	\$10,000.00	\$13,850.00	
02-C-3.1	NROC Coordination in 2003	Meetings & Presentations	UNH Cooperative Extension	LND-05	1/1/2003	12/31/2003	\$12,650.00	\$12,650.00	\$80,000
02-C-3.3	Squamscott Regional NROC Program	Meetings & Outreach Materials	Rockingham Planning Commission	LND-05	4/3/2002	12/31/2003	\$10,000.00	\$20,000.00	\$30,000
02-C-4	Hampton Harbor Groundwater Study	Final Report	UNH Engineering	LND-18	2/3/2002	12/31/2003	\$57,275.00	\$57,275.00	
02-C-5.1	Great Bay Resource Protection Partnership	Protection of 600+ acres	The Nature Conservancy	LND-26, LND-27	5/1/2002	6/30/2003	\$20,000.00	\$20,088.00	
02-C-5.2	Habitat Protection Technical Assistance	Maps, Data, and Workshops	NH F&G Nongame and Endangered Wildlife	LND-32, LND-34	4/3/2002	12/31/2003	\$15,000.00	\$19,320.00	\$1,470
02-C-5.3	Land Protection Transaction Fund	Land Protection Projects	SPNHF/Center for Land Conservation Assistance	LND-15, LND-29, LND-36	5/15/2002	6/30/2004	\$64,000.00	\$64,000.00	
02-C-5.4	Support for Municipal Land Protection Programs	Workshops and Guidebook	SPNHF/Center for Land Conservation Assistance	LND-28	5/15/2002	12/31/2002	\$10,300.00	\$10,500.00	
02-C-5.5	Outreach and Technical Assistance for Land Protection	Resource Maps	BearPaw Regional Greenways	LND-29, LND-32, LND-36	3/20/2002	12/31/2003	\$10,773.00	\$10,773.00	
02-C-5.6	Land Protection Assistance	Workshops	Rockingham Land Trust	LND-28, LND-36	3/6/2002	6/30/2003	\$9,500.00	\$13,020.00	
02-C-5.7	Land Conservation Assistance and Workshops	Workshops	Rockingham County Conservation District	LND-29, LND-33, LND-36	5/15/2002	12/31/2003	\$6,400.00	\$6,900.00	
02-C-6	Conservation Commission Circuit Rider Pilot Program in 2003	Meetings & Land Protection Projects	Rockingham Planning Commission	LND-14, 15, 16, 25, 25B, 25C, 25D, 29, 32, 34, 36	5/15/2002	6/30/2003	\$5,800.00	\$3,070.00	

02-C-7	Resource Mapping in Greenland	Resource Maps	Seacoast Land Trust	EDU-03, LND-06, LND-15, LND-36	2/19/2003	12/31/2003	\$3,625.00	\$5,018.00	
02-C-8	Hampton Harbor Watershed - Land Protection	Resource Maps & Outreach Materials	Rockingham County Conservation District	EDU-03, LND-29, LND-33, LND-36	3/19/2003	3/31/2004	\$9,867.50	\$14,100.00	
02-C-9	Prime Wetlands Designation and Training	Maps, Data, and Workshops	Moose Mountains Regional Greenways	EDU-03, LND-25, LND-25B, LND-25D	3/5/2003	3/31/2004	\$10,000.00	\$20,000.00	
02-D-1	Freshwater Wetland Mitigation Inventory	Resource Maps & Inventory	West Environmental	RST-04, RST-05, RST-06			\$20,000.00	\$20,000.00	
02-D-2	Pickering Brook Restoration Project	Restoration of 42 Acres	Ducks Unlimited	EDU-05, Monitoring, RST-02, RST-06	5/21/2003	12/31/2004	\$25,000.00	\$40,000.00	\$79,509
02-E-1.1	Habitat Restoration Education Project	Curriculum	Portsmouth Middle School	EDU-03, EDU-05	2/19/2003	7/31/2003	\$5,725.00	\$3,300.00	
02-E-1.2	Alewife Festival 2003	Advertisements & Newspaper Articles	Exeter River LAC	EDU-02, EDU-03, EDU-05	2/5/2003	12/31/2003	\$5,250.00	\$7,672.00	\$7,000
02-E-1.3	Volunteer Training in 2003	Final Report	UNH Great Bay Coast Watch	EDU-03, EDU-05	3/19/2003	12/31/2003	\$5,000.00	\$5,000.00	
02-E-2.1	Shoreland Buffer Education	Workshops	Lamprey/Oyster River Watershed Association	EDU-03, EDU-05, LND-16	3/6/2002	12/31/2002	\$7,060.00	\$4,435.00	\$2,610
02-E-2.2	2002 Alewife Festival	Final Report	Exeter River LAC	EDU-03, EDU-05		12/31/2002	\$3,500.00	\$5,050.00	
02-E-3	Shoreland property owner database update	Database	NHEP Staff	EDU-04	1/1/2002	6/30/2002	\$0.00	\$0.00	
02-E-4	Design of the State of the Estuaries Report	Report Design	Idea Outfitters	EDU-01	5/21/2003	9/22/2003	\$3,925.00	\$0.00	
02-E-4.1	2003 SOE Report - Printing	Report	Kase Printing	EDU-01, Monitoring	09/15/03	10/15/03	\$4,158.00	\$0.00	
02-E-5	CCMP Implementation Report Card Production	Report	NHEP Staff	EDU-01			\$5,000.00	\$0.00	
02-E-6	State of the Estuaries Conference	Conference & Proceedings	NHEP Staff	EDU-01			\$12,836.00	\$0.00	\$2,500
02-E-7	Website Design	New Website (508 compliant)	PixelMEDIA	EDU-01	5/5/2003	9/1/2003	\$15,000.00	\$0.00	
02-E-8	2004 Alewife Festival	Newspaper Articles, Banners	Exeter River Local Advisory Committee	EDU-02, EDU-03, EDU-05	03/24/04	12/31/04	\$4,800.00	\$9,525.00	\$5,000

02-M-2	Eelgrass Mapping and Indicator Development	Final Report	UNH Jackson Estuarine Lab	Monitoring		12/31/2002	\$14,845.00	\$15,230.00	
02-M-3	Salmon Falls Data Sonde & Indicator Development	Final Report	UNH Jackson Estuarine Lab	Monitoring	5/15/2002	12/31/2002	\$3,683.00	\$3,734.00	
02-M-4	2003 Monitoring Projects: Shellfish Assessment, Nitrogen, Eelgrass	Final Report	UNH Jackson Estuarine Lab	Monitoring	2/19/2003	12/31/2003	\$41,200.00	\$41,200.00	
02-M-4.1	QAPPs for Monitoring Projects in 2003	QAPPs	UNH Jackson Estuarine Lab	Monitoring	2/19/2003	12/31/2003	\$5,000.00	\$0.00	
02-M-5	Oyster Disease Assessment	Final Report	NH F&G Marine Fisheries Division	Monitoring		12/31/2003	\$500.00	\$500.00	
02-M-6	Environmental Sensitivity Index Maps	Maps	NH DES Oil Spill Program	Monitoring, WQ-12A	3/19/2003	12/31/2003	\$40,000.00	\$130,000.00	
02-M-7	Ambient River Monitoring in 2003	Final Report	NH DES	Monitoring	3/19/2003	12/31/2003	\$9,000.00	\$0.00	
02-N/A	NHEP Smart Growth Initiative	Report, CD-ROM, & Workshops	NH OSP	LND-04, LND-06, 06A, 06B, 06C, 06D, 06E, 06F	10/1/2001	3/1/2003			\$130,000
02-Staff-1	NHEP Coastal Watershed Scientist 2003	Staff Activities & Reports	NH DES Water Quality Section	Monitoring	1/1/2003	12/31/2003	\$65,061.00	\$0.00	\$21,687
03-A-1	Storm Sewer Mapping Grants	Maps	NH DES Watershed Assistance Section	WQ-04A, WQ-04B, WQ-04C	3/19/2003	12/31/2004	\$40,000.00	\$40,000.00	
03-A-2	Illicit Connection Identification and Removal Grants	Pollution Elimination	NH DES Watershed Assistance Section	WQ-04A, WQ-04C	3/19/2003	12/31/2004	\$40,000.00	\$40,000.00	
03-A-3	Peirce Island Pool Direct Discharge Elimination Project - City of Portsmouth	Pollution Elimination	NH DES Watershed Assistance Section	WQ-04C, WQ-06, WQ-07	3/19/2003	12/31/2003	\$15,000.00	\$45,000.00	
03-A-4	Revise Stormwater Mgmt/Erosion Control Handbook and develop certification program	Handbook, Workshops, & Certification Program	NH DES Watershed Assistance Section	WQ-09, WQ-10	3/19/2003	6/30/2004	\$15,000.00	\$0.00	
03-A-5	Spur Road Sewer Connection	Removal of 3 faulty septic systems	City of Dover	WQ-07	10/08/03	12/31/03	\$15,000.00	\$45,000.00	
03-B-1	2004 Shellfish Program	Sanitary surveys and Final Report	NH DES Shellfish Program	SHL-01, SHL-05, SHL-06	02/11/04	12/31/04	\$26,604.00	\$0.00	\$155,000
03-B-2	Oyster Restoration in Great Bay	Final Report	UNH Jackson Estuarine Lab	Monitoring, RST-01, SHL-07,	03/10/04	12/31/05	\$115,792.00	\$115,792.00	

03-B-3	2004 Shellfish Program Support	Final Report	NH DHHS	SHL-01, SHL-04, SHL-05, SHL-06	05/05/04	12/31/04	\$27,396.00	\$35,000.00	
03-B-4	Soft Shell Clam Research/Restoration in Hampton Harbor	Final Report	University of Maine	Monitoring, RST-01	04/21/04	12/31/05	\$68,665.00	\$68,665.00	
03-C-1	Update to GRANIT Conservation Lands Dataset	Data Update	UNH Complex Systems Research Center	LND-06, LND-29, LND-33	5/21/2003	3/31/2004	\$20,000.00	\$20,000.00	
03-C-2	Community Assistance to Improve Storm Water and Site Planning Regulations	Technical Assistance	Rockingham Planning Commission	LND-02, 04, 06, 6F, 14, 22	03/10/04	12/31/04	\$15,000.00	\$15,000.00	
03-C-3	2004 NROC Coordinator	Presentations, final report	UNH Cooperative Extension	LND-05	01/07/04	12/31/04	\$15,000.00	\$15,000.00	\$80,000
03-C-4	Site Specific Program Research	White Paper	NHEP Staff	LND-09A, LND-09B, LND-21	5/1/2003	12/31/2003	\$0.00	\$0.00	
03-C-6	Cocheco River & Follett's Brook Habitat Mapping Project	Maps	The Nature Conservancy	LND-27	01/21/04	12/31/04	\$23,000.00	\$22,500.00	
03-C-7	Taylor River Prime Wetland Designation and Protection	Final Report	Hampton Conservation Commission	LND-14, 15, 16, 25, 25D, 34, 36	12/17/03	12/31/04	\$12,196.00	\$15,325.00	
03-C-8	Dearborn Brook Watershed Plan Implementation	Workshops, Maps, Final Report	Rockingham Planning Commission	LND-02, 14, 15, 16, 25, 25C, 25D, 36	12/17/03	12/31/04	\$8,810.00	\$10,690.00	
03-C-10	Better Site Design Assistance	Workshop & Technical Assistance for better site design regulations/LID	Center for Watershed Protection	LND-02	12/03/03	09/30/04	\$14,000.00	\$0.00	
03-D-1	Pickering Brook Restoration Project	Restoration of 42 Acres	Ducks Unlimited	EDU-05, Monitoring, RST-2, RST-6	5/21/2003	12/31/2004	\$5,000.00	\$20,000.00	
03-E-1	Resource Clearing House Website for Rapidly Growing Communities	Website & Database	UNH Center for Integrative Regional Problem Solving	EDU-03, LND-06, LND-06C, LND-06F	03/10/04	12/31/04	\$9,461.00	\$9,461.00	
03-E-2	2004 Water Quality Education	Curriculum	Gundalow Company	EDU-03, EDU-05	03/24/04	12/31/04	\$10,000.00	\$10,702.00	
03-E-3	2004 Support for Shellfish Program and Estuarine Education	Final Report & Workshops	UNH Great Bay Coast Watch	EDU-03, EDU-05, SHL-06	03/24/04	12/31/04	\$8,360.00	\$8,904.00	

04-A-1	Municipal Storm Drain Surveys and Monitoring	Technical Assistance and Data	NH DES Watershed Assistance Section	WQ-04A	02/11/04	12/31/05	\$10,000.00	\$10,000.00	
04-A-2	Municipal Storm Sewer Mapping Grant Program	Maps	NH DES Watershed Assistance Section	WQ-04A, WQ-04B	02/11/04	12/31/05	\$20,000.00	\$20,000.00	
04-A-3	Illicit Connection Elimination Grant Program	Technical assistance and Pollution Elimination	NH DES Watershed Assistance Section	WQ-04A, WQ-04C	02/11/04	12/31/05	\$20,000.00	\$20,000.00	
04-A-5	2004 Septic System Outreach	Mailings, Report, Evaluation, Database Development	NHEP Staff	WQ-13	01/01/04	12/31/04	\$0.00	\$0.00	
04-A-6	Development of Water Quality Funding Database	List of Funding Opportunities	NHEP Staff	WQ-16	04/01/04	06/30/04	\$0.00	\$0.00	
04-B-1	2004 Citizen Participation in the shellfish program	Volunteer effort	NHEP Shellfish Team	SHL-14	01/01/04	12/31/04	\$0.00	\$0.00	
04-C-1	2004 NROC NHEP Staff Participation	NROC Meetings & Presentations	NHEP Staff	LND-05	01/01/04	12/31/04	\$0.00	\$0.00	
04-C-2	Land Conservation Technical Assistance	Technical Assistance, Workshops	Center for Land Conservation Assistance	EDU-03, LND-06, 15, 26, 28, 29, 36	04/07/04	06/30/05	\$9,550.00	\$31,605.00	
04-C-3	Land Protection Outreach	Brochure, Factsheet, Final Report	Moose Mountains Regional Greenways	EDU-01, EDU-03, EDU-05, LND-15, LND-25, LND-36	04/07/04	06/30/05	\$8,497.00	\$9,330.00	
04-C-4	Voluntary Land Conservation Project	Workshops, Conservation Easements, Final Report	Rockingham Land Trust	LND-27, LND-36	03/24/04	06/30/05	\$5,340.20	\$5,601.40	
04-C-5	Coastal Conservation Outreach	Workshops	Seacoast Land Trust	LND-08A, 13, 15, 16, 20, 25, 25C, 25D	03/24/04	03/31/05	\$3,550.00	\$5,394.00	
04-E-3	POET Monthly Newspaper Column	Newspaper column	NHEP Public Outreach and Education Team	EDU-01, EDU-02	01/01/04	12/31/04	\$0.00	\$2,400.00	
04-E-5	2004 Student Estuarine Research Project	Curriculum, Student Journal, Final Report	Portsmouth Middle School	EDU-01, EDU-03, EDU-05	03/10/04	03/31/05	\$9,950.00	\$10,900.00	
04-M-1	2004 Monitoring: NRDA, Gulfwatch, Ambient Rivers Monitoring	Final Report	NH DES	Monitoring, WQ-12A	02/11/04	12/31/04	\$31,700.00	\$96,700.00	

04-M-2	2004 Monitoring Projects	Final Report	UNH Jackson Estuarine Lab	Monitoring	04/21/04	03/31/05	\$35,480.00	\$29,700.00	
04-M-3	Oyster Disease Testing	Final Report	NH F&G Marine Division	Monitoring, SHL-6, SHL-7	05/01/04	06/30/05	\$1,250.00	\$1,250.00	
04-Staff-1	2004 Coastal Scientist	Staff Activities & Reports	NH DES	Monitoring	01/01/04	12/31/04	\$60,000.00	\$0.00	\$20,000

Appendix 2 Travel Report

The following table summarizes the out-of-state travel expenses incurred by the NHEP over the past year (July 1, 2003 through June 30, 2004).

Date	Meeting/Event	Location	NHEP Representative	Total Cost
9/03	ANEP/EPA National Meeting	Seattle, WA	Jennifer Hunter, Director	\$1,545
11/03	Stormwater Management in Cold Climates Conference (Casco Bay NEP)	Portland, ME	Jennifer Hunter Matt Craig, Planning Technician	\$465
12/03	Statistics Training Course	Arlington, VA	Phil Trowbridge, Coastal Scientist	\$2,365
3/04	New England Estuarine Research Society Conference	Burlington, VT	Phil Trowbridge	\$165
3/04	ANEP/EPA National Meeting	Washington, DC	Jennifer Hunter Dave Kellam, Project Assistant	\$2,180
5/04	EPA's EMAP Symposium	Newport, RI	Phil Trowbridge	\$878
			Total Travel	\$7,598

Appendix 3

New Hampshire Estuaries Project Management Committee

Bylaws

1. Management Committee Roles and Responsibilities

The Management Committee for the New Hampshire Estuaries Project (NHEP) provides input, direction, and guidance from implementing entities and interest groups for the coordination and implementation of the Comprehensive Conservation and Management Plan (CCMP) for New Hampshire's estuaries and coastal watershed. The Management Committee (MC) sets policy and priorities for the NHEP to ensure implementation of the CCMP.

The MC has specific responsibilities as follows:

- Establish and approve priorities for the NHEP and for CCMP implementation
- Oversee and direct NEP funding
- Serve as a vehicle for coordination and resolution of challenges regarding CCMP implementation
- Assist in decision making about overall direction of the NHEP
- Approve the annual work plan and NHEP funding decisions
- Periodically evaluate the progress and effectiveness of CCMP implementation
- Revise the CCMP when necessary
- Serve as the principal recruiting and selection body for the Director and participate in performance reviews as appropriate in partnership with sponsoring agency
- Provide ongoing direction to the Director
- Help secure funding and other resources to implement the CCMP
- Oversee the MC process to ensure that the MC has balanced representation, adequate information, credibility, and an effective decision making process
- Encourage public involvement in CCMP implementation
- Participate in external reviews of NHEP

2. Composition of the MC

The MC will be comprised of up to 27 representatives of federal, state and local government agencies, non-governmental organizations, user groups, business and industry, and research institutions. In conjunction with the Director, the MC will ensure a balance among the various viewpoints as new members are added to the committee. The following organizations will have standing seats because they have specific CCMP implementation responsibilities: U.S. EPA, NH Office of State Planning and Energy Programs, NH Fish and Game Department, NH Department of Environmental Services, University of New Hampshire, and Great Bay National Estuarine Research Reserve.

The Executive Committee described below will serve as a nominating committee when vacancies on the MC arise.

3. Roles and Responsibilities of Management Committee Members

The role of each MC member is to bring the expertise, needs, concerns, and support of his or her organization or interest to the task of implementing the CCMP. This role implies extensive coordination among members and formation of a partnership that supports the estuaries and the CCMP. Support from MC members will render CCMP implementation more likely to be faster, more effective, more efficient, and consistent with the goals of addressing estuarine issues on a broad, cross-jurisdictional scale.

The specific responsibilities of each MC member are as follows:

- Actively serve as advocates for the CCMP within their organizations and with the public
- Serve as liaisons with the organizations they represent, bringing information *to* the MC from the organization and bringing information *from* the MC to their organizations
- Work to integrate various viewpoints and interests into the CCMP implementation process
- Bring knowledge about the estuaries and the practicality of action items to MC discussions
- Commit to stay current with NHEP activities, and be willing to work on specific implementation efforts, e.g. Project Teams, subcommittees, priority actions, etc.
- Support the NHEP by helping to identify and secure financial resources for implementation of the CCMP
- Attend meetings regularly. Members who cannot make one of the quarterly meetings should notify the Director, and should, when possible and appropriate, send an alternate representative to the meeting.
- Assist the NHEP with outreach efforts

4. Roles and Responsibilities of an Executive Committee

An Executive Committee comprised of the Chair, the Vice Chair, the Director, the EPA representative, and three at-large members of the MC will work between meetings to address specific issues. The Director or Chair will convene meetings of the Executive Committee as necessary. The Director will recommend the at-large members to the MC for appointment to one-year terms, which will begin on October 1 of each year. The MC will approve a slate for Executive Committee membership at its September meeting.

Among the duties of the Executive Committee are the following:

- Consult with the Director on urgent or timely issues needing MC input or approval and determine whether a poll of MC members is needed.
- The MC will be notified of the decisions made by the Executive Committee, and the MC members will have seven calendar days to respond with concerns. If there are

no serious concerns with the decision, the decision will be implemented. If there are serious concerns as determined by the Director, the issue will be put before the MC.

- Review and approve time-sensitive or out-of-cycle recommendations from Grant Review Teams up to \$10,000 per request
- Modify existing grants, up to \$10,000 per grant, when time-sensitive issues arise
- Recruit and nominate candidates for MC membership and officer slots and ensure balance among perspectives is maintained and that the standing seats continue to be relevantly and appropriately assigned
- Serve any additional functions requested by the MC

5. Officers and Terms for Management Committee

- Officers:** The MC will elect a Chair and a Vice Chair. The Chair will lead the meetings, keep the focus on the big picture and the long term, consult as needed with the Director on issues between meetings, represent the program at public events as appropriate, and otherwise serve to facilitate the MC as it fulfills its role. The Vice Chair will support the Chair and serve in place of the Chair as needed. The Vice Chair may be a candidate for a future term as Chair.
- Nomination Process:** The candidates for Chair and Vice Chair will be nominated by the Executive Committee and recommended to the MC for decision.
- Terms for Officers:** The Chair and Vice Chair will be elected for a two-year term, with an option of re-election for two additional terms. If there is a need to continue a chair beyond three terms, the MC may decide to continue the term of a sitting chair as needed with a two-thirds vote.
- Terms for MC Members:** Members of the MC will serve three-year terms, with no limit on reappointments. The Executive Committee will evaluate reappointments for members with expiring terms and recommend appointments to the MC for any open terms. A third of the MC members' terms will expire each year, beginning in October 2005.¹ Exceptions to the term limits will be made for representatives with standing seats on the MC.

6. Subcommittees, Project Teams, and Technical Advisory Committee

All subcommittees, Project Teams, and Technical Advisory Committees shall be established by and/or discontinued by the Management Committee, and shall report to the MC regularly. Each existing subcommittee, Project Team and Technical Advisory Committee should appoint or elect a chair. For new subcommittees or Project Teams, the MC will appoint a chair on recommendation of the Director.

- Subcommittees:** Subcommittees may be established and members appointed by the MC at any time to address specific tasks.
- Project Teams:** Project Teams on water quality, land use/habitat protection,

¹ In order to transition from the current system into a system with specific terms, three categories of terms will be assigned to the current members to begin on October 1, 2003: 2 years, 3 year, and 4 years. The Director will assign all current members to one of these categories.

shellfish and living resources, and public outreach and education are charged with working on implementation of specific actions in the CCMP, developing work plan recommendations for MC review, discussing and compiling new and emerging issues and devising new action plans for MC consideration. Project teams are open to participation by any interested individual. Project Teams will meet at least twice a year. NHEP staff and at least one MC member will participate in all teams and facilitate communications between the teams and the MC. The Director and/or the Project Team chair will bring recommendations to the MC in the form of proposals for MC consideration and decision as needed.

- c. **Technical Advisory Committee:** The Technical Advisory Committee (TAC) includes scientific and technical professionals involved in estuarine-related research and management. The TAC reviews the NHEP monitoring program and scientific reports to ensure a high level of technical accuracy and relevance to the CCMP and responds to other MC information needs. The TAC will meet at least quarterly. The NHEP Coastal Scientist serves as staff to the TAC and facilitates communication between the TAC and the MC. The TAC Chair and NHEP Coastal Scientist review and manage TAC membership on an annual basis.

7. Operating Procedures

- a. **Meetings:** The MC will meet at least four times each year. The meetings are open to the public and public notice of the meetings will be provided.
- b. **Minutes:** Minutes of MC meetings will be provided by the NHEP staff at least one week in advance of the next meeting.
- c. **Decision Making Process:** The goal in the decision making process will be to arrive at a decision that all can live with. The Chair and Director will work with the MC to elicit all views and concerns prior to bringing a decision to the MC for a vote.
- d. **Quorum:** In order to make a decision, a minimum of one-half of the total membership must be present.
- e. **Voting:** A simple majority (51%) of the members present and voting will be required for a decision to go forward. Exceptions to this rule are for changes to the bylaws, extension of maximum membership terms, and changes to the CCMP, for which a minimum of two-thirds of the total membership must approve the proposal, whether or not they are present. For these decisions, voting by e-mail, written proxy, or letter/fax will be accepted.
- f. **Conflicts of Interest:** MC members shall avoid conflicts of interest and comply with applicable State and federal laws or regulations. In cases where a member's organization has applied for funding from the NHEP, that member may present the organization's proposal and may answer questions from the MC if like opportunities are provided for other applicants for funding. However, the member may not participate in subsequent discussions and shall not vote on such requests.

8. CCMP Implementation Review

The MC will review progress on the CCMP on an annual basis as part of the development of the annual work plan for the following year. The MC will also participate in the implementation review conducted by EPA every three years, working to address any concerns that arise during that process.

After each five years of implementation, the MC will consider comprehensive revisions to the CCMP, as appropriate, to reflect progress on some issues and identification of additional new and emerging issues. In order for this process to be effective, it should begin in year 3 or 4 of the five-year cycle.

As new and emerging issues arise within the five year review and revision cycle, the MC may decide to address a new and emerging issue by drafting a temporary provision which would be added to the CCMP during the next revision. The MC, either on its own or after recommendation from a Project Team, subcommittee or TAC, must evaluate the information about the issue and determine what actions would be needed over the long term before recommending to EPA and other member organizations that the additional provision be treated as if it were part of the CCMP.

9. Amendments

These bylaws may be amended at any time by a two-thirds majority vote of the total MC membership.